



Installation and User Manual

M7425 Express

PS9742BAA01

03/2004



EADS TELECOM

Rue JP Timbaud - Montigny Le Bretonneux
78063 St Quentin Yvelines Cedex - France
Tél : (0)1 34 60 80 00 - Fax : (0)1 34 60 72 41
Email: Technical-Support@eads-telecom.com

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1 ABOUT THE DOCUMENT

1.1 PURPOSE OF THE DOCUMENT

This document describes how to install and use the M7425 Express functions.

1.2 AUDIENCE

This document is intended for anyone likely to use the M7425 Express. No technical knowledge is required.

1.3 CONTENT

This document describes how to install and use the following M7425 Express functions.

- configuring M7425 Express
- operation log
- directory management
- programmed actions
- exporting directory records and charging tickets
- VT-100 emulation
- MMC Graphics
- M7425 Express data backup and restore
- Intranet directory.

1.4 TERMINOLOGY

1.4.1 Terms and expressions

Session: All the operations performed between making and breaking the connection linking the PC and the device constitute a session.

Device: M6500 IP PBX or SMG.

1.4.2 Abbreviations

F0	: EADS TELECOM entry-level M6500 PBXs.
F1	: EADS TELECOM mid-range M6500 IP PBXs.
F2	: EADS TELECOM mid-range M6500 IP PBXs.
F5	: Device application (from F1) in Windows NT
F6	: EADS TELECOM switch- NeXspan range
M7425 Express	: PC client/server application running under Windows, which is used to manage a device through an IP or PAD connection.
OS	: Operating System.
SMG	: Succession 6500 Media Gateway.
PBX	: Private Branch Exchange, company PBX.
MMC	: Man Machine Command, device commands.
PSTN	: Public Switched Telephone Network.

1.5 REFERENCE DOCUMENTS

M6500 PBX Operations

- [1] Operating Manual *F0/F1/F2/F6* - Telephony management Part 1 - Volume 1
PS8147A*
- [2] Operating Manual *F0/F1/F2/F6* - Telephony management Part 2 - Volume 2
PS8148A*
- [3] Operating Manual *F0/F1/F2/F6* - System management - Operation administration -
Installer data - Volume 3
PS8149A*
- [4] Installation and Maintenance Manual - NeXspan Range
PS9724*

2 OVERVIEW

2.1 ABOUT M7425 EXPRESS

M7425 Express is a PC client/server application running under Windows.

The M7425 Express application is used to manage a device (F0, F1, F2 or F6) through an IP or PAD connection.

M7425 Express is a client/server application. The client is run from a remote PC.

Two operators can connect simultaneously to the M7425 Express server.

2.2 UNLOCKING

Basic functions do not require a dongle. However, the Intranet Directory function in the application is locked with a dongle.

The integrated directory also needs a key code on the device (except for the F6 where the directory is unlocked as standard).

Note: • *The INTRANET directory is unlocked in the menu **Key codes / INTRANET Directory**.*

2.3 WHAT ARE THE FUNCTIONS OF M7425 EXPRESS?

The following functions are available **on client and server workstations**:

- **Operation log:** this function enables you to display all the events taking place in the M7425 Express.
- **Configure directory:** this application is used to manage the items in the directory.
- **Directory management:** this application is used to manage internal and external directory records.
- **Export of directory cards:** this application is used for immediate export or export via programmed actions of directory files to the charging module, ATDC Windows, the Intranet directory, Software Phone or Plug & Speak.
- **Programmed actions:** This function enables you to programme the following actions in M7425 Express:
 - Export directory records
 - Directory audit
 - Directory database regeneration
 - M7425 data backup and restore.
- **VT100 Emulation:** the VT100 window is used to provide access to all the servers with this interface accessible by communication links from the M7425 Enterprise to the active element.
- **F0/F1/F2/F6 MMC Graphics emulation:** this application displays the F0/F1/F2/F6 device configuration MMCs in graphical form.
- **Intranet Directory:** this application is used to view directory records exported by M7425 Express, using a Web browser.

The following functions are available **only on the Server PC**, in the taskbar:

- M7425 Express data backup and restore
- **Server configuration:** this application is used to configure the following:
 - backup directory and database compression
 - TCP/IP listening ports.

2.4 THE ARCHITECTURE OF M7425 EXPRESS

The functions available in the application are all integrated on a PC running the M7425 Express application.

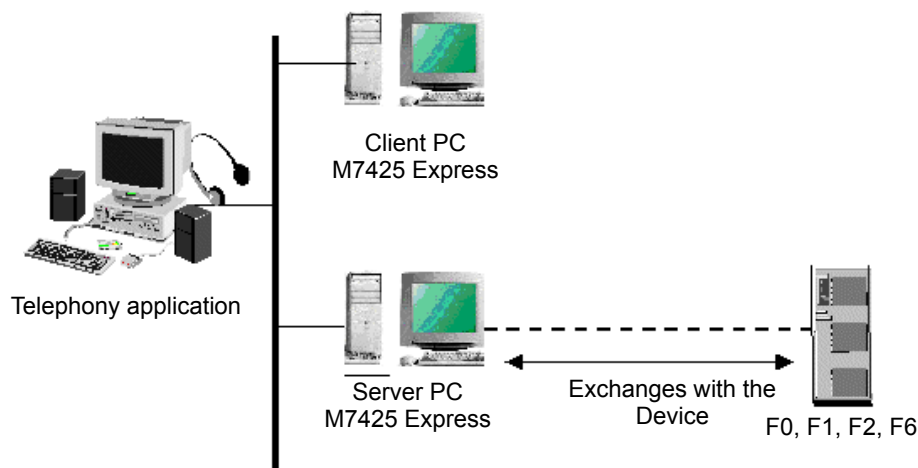


Figure 2.1 ARCHITECTURE OF M7425 EXPRESS

The telephony applications access the directory data in the export zone (Software Phone; ATDC Windows; Plug & Speak and Charging).

The table below gives the functions available for each connection mode:

	IP	1 asynchronous link
Directory configuration	Permanent mode	Permanent mode
Ticket acquisition (*)	Permanent mode	Permanent mode
MMC Graphics	Non-permanent mode	Non-permanent mode
VT100	Non-permanent mode	Non-permanent mode

(*) The default PBX server is BUFTIC but it is possible to interface with MUFACT or KITAXE. The advantage of BUFTIC is that it has a large buffer in case of disconnection and is thus the only secure server if the Charging application is present.

(**) The M7425 Express Server is a task that must be active continuously on the Server PC.

Table 2.1 FUNCTIONS AVAILABLE WITH EACH CONNECTION MODE

The M7425 Express Server is activated by a Windows Service. This operating mode is more reliable as it is not affected by the user logging off (which is not the case with operating systems like Windows 98).

When the link between the Server PC and the device is asynchronous, the link is used to configure the integrated directory. This session is set up in permanent connection mode.

When an Operation request is received (VT100 or MMC Graphics), the Server releases the Directory session and opens the Operation session. At the end of the session the Server re-connects to the Directory.

In the MMCs the Directory Service (Management of records and items) is interrupted when the session with the integrated Directory is closed.

3 MINIMUM CONFIGURATION

To install M7425 Express **on the Server PC**, you must have at least the configuration below:

- Processor: Pentium II 450 or equivalent
- 1024*768 SVGA monitor
- RAM size: 256 MB
- CD-ROM drive for software installation
- 1 GB of free disk space
- Disk space reserved for storing the data specific to the device managed.
- Windows NT4 (Workstation or Server), Windows 2000 (Professional or Server) or Windows XP (Professional or Server).

For the connection:

- An Ethernet card: whatever the type of connection (IP or PAD).
- A free **9-pin male serial port** depending on the functions unlocked (see table 4.1), for a PAD connection.

To install M7425 Express **on the Client PC**, you must have at least the configuration below:

- Processor: Pentium II 350 or equivalent
- 1024*768 SVGA monitor
- RAM size: 128 MB
- Windows 95, 98, 2000 Pro, 2000 Server, XP, NT4 Workstation or NT4 server.

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4 CONNECTION BETWEEN THE PC AND THE DEVICE

4.1 ABOUT THE CONNECTION BETWEEN THE PC AND THE DEVICE

The connection between the PC (M7425 Express) and the device can be made:

- either by TCP/IP
- or via serial port through the PAD link (see table in Chapter 2, section 2.4).

4.2 CONNECTION BY TCP/IP

This involves connecting the appropriate network cable:

- if the PC is connected directly to the PBX, an RJ45 twisted cable is used (male-male)
- if the PC is connected to the company LAN, a straight RJ45 cable is used.

4.3 CONNECTION VIA SERIAL PORT

For a connection by serial port, the connection is established directly without having to dial.

The maximum authorised throughput is 9600 bps.

Depending on the type of device connected, the following cables are required:

Device type	Cable reference
F0, F1, F6	HG4400A
F2	HG4401A

Table 4.1 CABLES REQUIRED FOR REMOTE CONNECTION TO THE DEVICE PAD VIA SERIAL PORT

Note: The wiring diagrams are provided in the appendix.

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5 DEVICE PRE-REQUISITES

These prerequisites concern F0/F1/F6/SMG and F2 PBXs.

5.1 DEVICE PRE-REQUISITES FOR A TCP/IP CONNECTION

5.1.1 cards required in the device

The following cards must be installed, depending on the type of device:

- PT2 for F1/F6/SMG range.
The F6 has a pre-configured IP port making installation of a PT2 card optional.
- CRI/PVI for F2 range.

5.1.2 Installing the device on the network

For a device with an IP card:

Caution: *The device must be installed locally on the network (with the system console).*

If the device is not installed on the network, proceed as follows:

- Install the PT2/PVI/CRI card.
- Configure the PT2/PVI/CRI card:
 - DISABLE the card
 - enter the IP parameters for the card so that it can be identified on the IP network,
- Enable the PT2/PVI/CRI card (status IN SERVICE)
- Check the PT2/PVI/CRI card connection with the network using a DOS command: "ping" from a network PC.
- Check the date and time of the device.

For an F6 device using a pre-configured IP port:

Caution: *Automatic declaration of the IP port cannot be used on a client network because of the subnet mask: it can only be used locally.*

If the device is not installed on the network, proceed as follows:

- Configure the PC's IP address as 192.168.65.2 and the subnet mask as follows: 255.255.255.0.
- Plug the laptop PC into the integrated IP port using a twisted cable.
- Configure a Hyperterminal window displaying the preconfigured IP address: 192.168.65.1 and port 3219 (accesses the PBX's VT100 emulation).

- Replace the preconfigured IP address and the mask of the integrated IP port with the address allocated by the network administrator (for example, 135.148.127.1 and mask 255.255.230.0).
- Go to the menu **Installer data** ▾ **Processor access** ▾ **Restart request** to restart the PBX (standard restart).
- Change the PC's IP address (for example, 135.148.127.42 and 255.255.230.0).
- The PBX is ready to be configured.

5.2 PRE-REQUISITES FOR DIRECTORY MANAGEMENT

The PBX directory must be unlocked and enabled (on an F6 the directory is unlocked as standard).

To check the configuration of the directory server:

- Go to menu **2 - Data management** \ **1 - Link management** \ **5 - Servers**.
- Display the name of the **SRVANN** server.
- Check that the server is in service and that the directory number displayed corresponds to the TCP port.

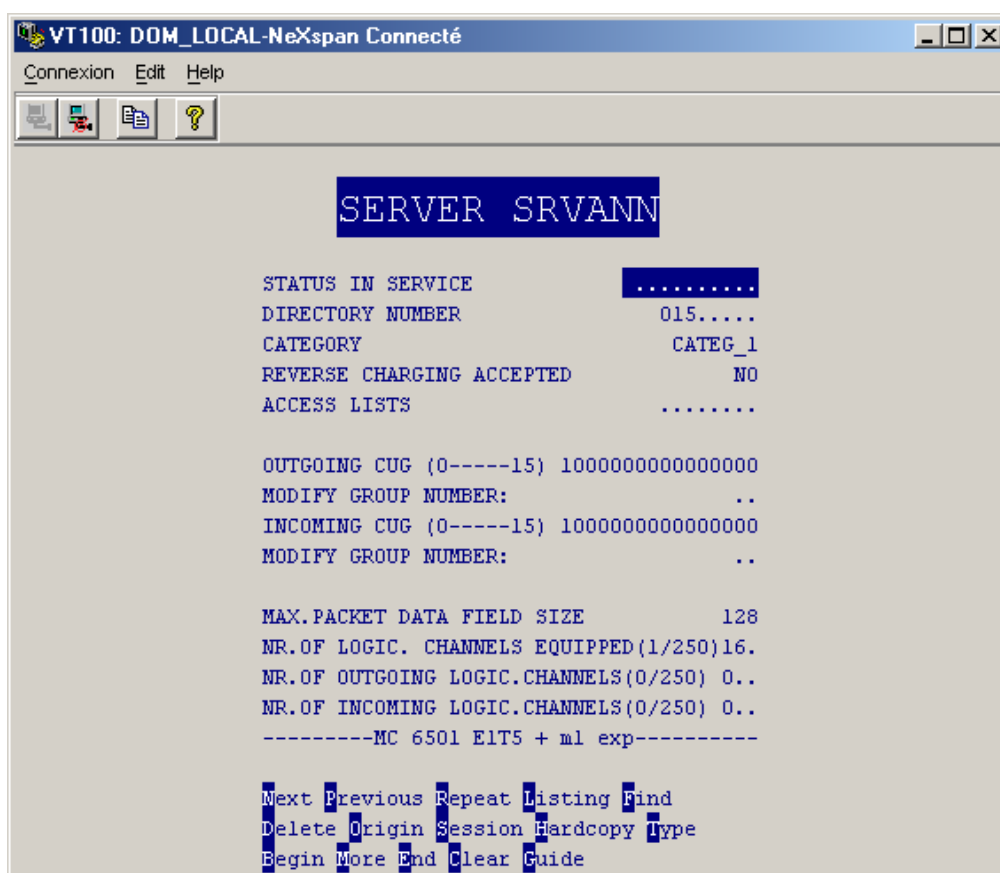


Figure 5.1 CONFIGURING THE DIRECTORY SERVER

Note: M7425 EXPRESS does not check whether the directory is in service. If the directory is enabled, the records are correctly managed but are not displayed on digital sets.

5.3 PRE-REQUISITES FOR DEVICE OPERATION

- Go to menu **3 – System management** \ **4 - Terminal management**.
- To switch directly to the PBX idle screen, blank must be selected for initialisation (.....).

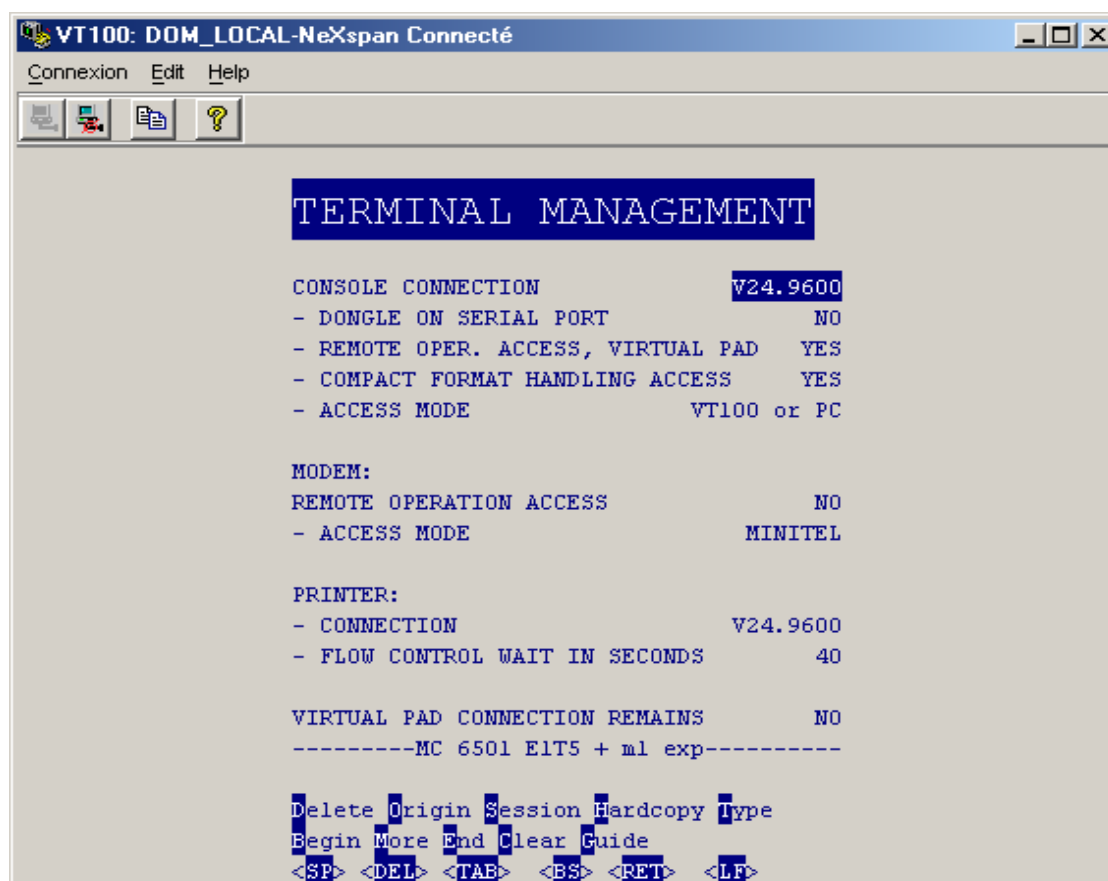


Figure 5.2 PBX END TERMINAL MANAGEMENT MENU

6 INSTALLING M7425 EXPRESS

6.1 INSTALLATION ON THE SERVER

M7425 Express is installed in three stages:

- Installation of **Java Runtime Environment** v1.3.1
- Installation of **Windows Installer** (only under Windows NT.4)
- Installation of **M7425 Express**.

These applications are supplied on the M7425 Express CD-ROM.

6.1.1 Installing Java on the server

To install the Java Runtime Environment application on the server:

- If Windows is not open, run Windows. Close all open applications.
- Insert the CD-ROM supplied with the M7425 Express in the CD-ROM drive.
- If the M7425 Express installation program is not started automatically, select **Run** in the **Windows Start** menu, then enter **d:\setup** (where d: is the CD drive) and click **[OK]**.
- Select the language in which you wish to install M7425 Express by clicking the *English* or *French* flag then click **[Continue]**.
- Click the **M7425** icon.
- Click the **Java** icon.
- When the installation is finished install Windows Installer.

6.1.2 Installing Windows Installer on the server

To install the Windows Installer application on the server:

- If Windows is not open, run Windows. Close all open applications.
- Insert the CD-ROM supplied with the M7425 Express in the CD-ROM drive.
- If the M7425 Express installation program is not started automatically, select **Run** in the **Windows Start** menu, then enter **d:\setup** (where d: is the CD drive) and click **[OK]**.
- Select the language in which you wish to install M7425 Express by clicking the *English* or *French* flag then click **[Continue]**.
- Click the **M7425** icon.
- Select the **Windows Installer** icon.
- When the installation is finished install M7425 Express.

6.1.3 Installing M7425 Express on the server

To install the M7425 Express software on the server:

- If Windows is not open, run Windows. Close all open applications.
 - Insert the CD-ROM supplied with the M7425 Express in the CD-ROM drive.
 - If the M7425 Express installation program is not started automatically, select **Run** in the **Windows Start** menu, then enter **d:\setup** (where d: is the CD drive) and click **[OK]**.
 - Select the language in which you wish to install M7425 Express by clicking the *English* or *French* flag then click **[Continue]**.
 - Click the **M7425** icon.
- Click the **Setup** icon.
- If not already installed, the Apache installer is installed automatically.
- **If the screen with the information about the server is not filled in automatically**, the fields below must be filled in as follows:
 - Name of DNS domain to which the server PC is attached (**Settings** ➤ **Control panel** ➤ **Network**)
 - Name of host: host name of the PC on which you are working.
 - E-mail address of the network administrator: admin@workgroup.
 - Check that the field "Run as a service for All users – Recommended" is activated.

Note: *These fields MUST be filled in but no check on their content is carried out by the M7425 Express. Only the field "Server Name" MUST be filled in with the name of the host PC on which the M7425 Express is installed. If the PC is attached to a DNS domain, the fields are filled in automatically.*

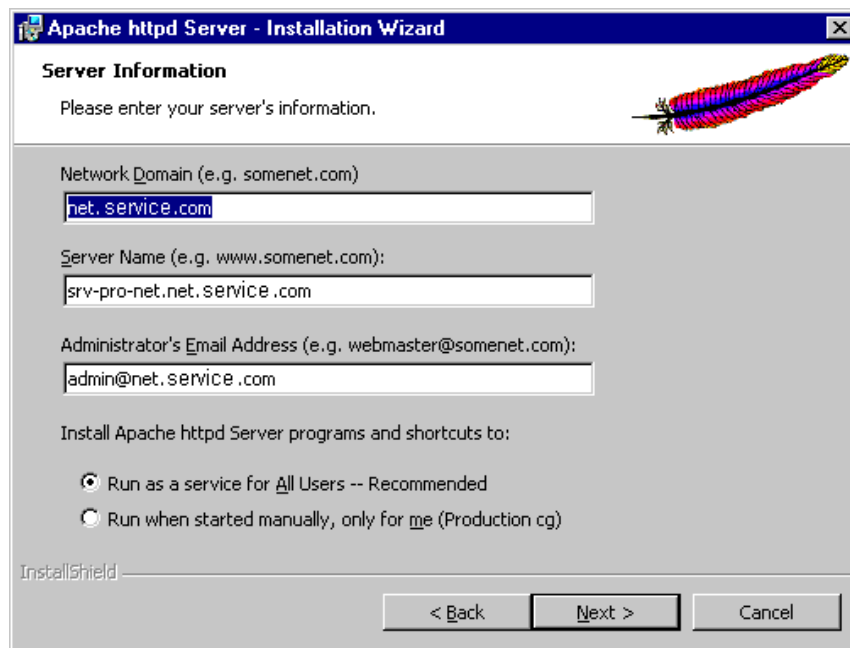


Figure 6.1 INSTALLING THE APACHE SERVER

- Click **[Next]**.
- Check the **Complete** option then click **[Next]**.
- Select the installation directory then click **[Next]**. The default directory proposed is **Program Files\Apache Group**.
- Click **[Install]**.
- When the installation is finished, click **[Finish]**.
- Reboot the server to be able to use the M7425 Express application. If APM is to be installed, install APM next then reboot the server when it has been installed.
- After you have rebooted the server, check that the M7425 Express and Apache are running (**Control panel** ▾ **Services** or **Administration tools** ▾ **Services for WXP and W2000**).
- If they are not, they must be reinstalled.

6.2 CONFIGURING M7425 EXPRESS WITH THE WIZARD

Configuring M7425 Express involves:

- Configuring the Intranet directory software key code.
- **Configuring the connection:** domain name, IP or PAD access.
- **Directory database regeneration:** this involves replacing the M7425 Express database containing the items and directory records with that of the device.
- **Configuring export** of directory records to external applications: Charging, Intranet Directory, i2052, i2070 and Plug & Speak.
- **Configuring programmed actions:** export of directory records, audit of directory database.
- Configuring pricing.

Default configuration values are automatically entered when M7425 Express is installed, but they can be changed.

Note: M7425 Express can be configured using the Wizard when the application is run for the first time on the server, or directly from the M7425 Express menus.

- Select **Start** \ **Programs** \ **M7425 Express** \ **M7425 Express**.

Caution: *The greyed out menus are APM application menus, not available in the product Export version.*

- An animated window (pre-configuration) appears when the application starts followed. The M7425 Express configuration Wizard starts automatically:

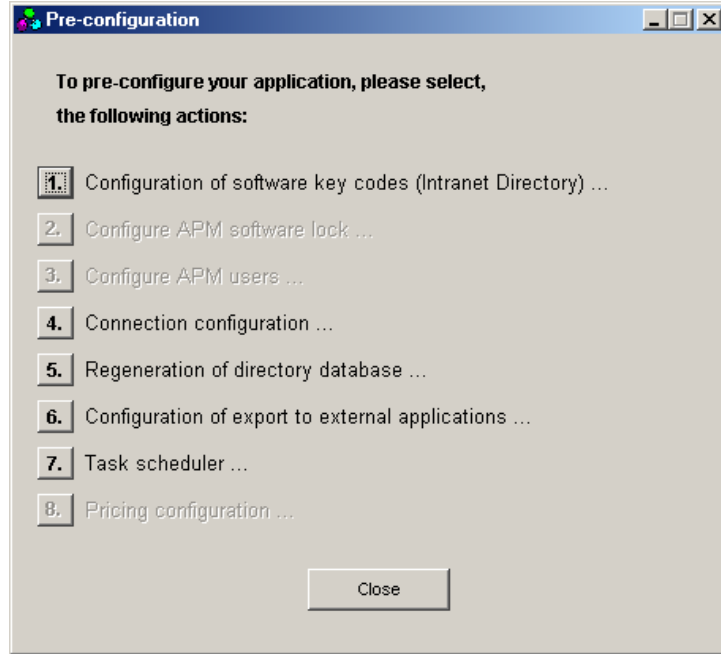


Figure 6.2 M7425 EXPRESS CONFIGURATION WIZARD

- Click each of the menus corresponding to the configuration to be set.
The **[Close]** button is used to exit the configuration Wizard and open the main M7425 Express window.

Note: Once you have exited the Wizard you cannot return to it. You must use the application menus for the rest of the configuration.

6.2.1 Entering the Intranet directory software key code

- In the configuration Wizard window click the option **1 - Configuration of software key codes (Intranet Directory)...**
- In the **New key** field enter the key code for the Intranet directory (16 alphanumeric characters).
- Click **[Add]**.

6.2.2 Configuring the connection

In the configuration Wizard window click the option **4 - Connection configuration...**

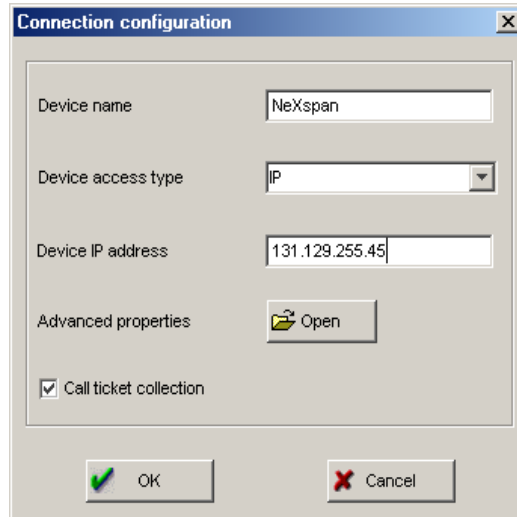


Figure 6.3 CONNECTION PROPERTIES

The M7425 Express connection properties are:

- Device name: Device 1 by default
- Device access type: IP or 2 asynchronous links (default value: IP)
- Device IP address (for an IP connection)
- Configuration of TCP or X25 ports. To access this click **[Open] Advanced properties.**

For an IP configuration:

- the TCP/IP addresses of the following servers:
 - Directory (default value: 3203) ;
 - MMC Graphics (default value: 3216) ;
 - VT100 (default value: 3202) ;
 - Compact format (default value: 3215).

For an asynchronous link configuration:

- the properties of the main and secondary connections (real time tickets):
 - Port (default values: COM1 for the main connection
 - Speed (default value: 9600) ;
 - Data bits (default value: 8) ;
 - Parity (default value: none)
 - Parity bit (default value: 1) ;
 - Flow control (default value: none)
- the X25 addresses of the following servers:
 - Directory (default value: 90150) ;
 - MMC Graphics (default value: 901712) ;
 - VT100 (default value: 901710) ;
 - Compact format (default value: 901722).

The **[Default]** button fills in the server TCP port fields with the default addresses.

The **[Cancel]** button is used to close the server properties window without the changes becoming effective.

- For a V24 asynchronous connection make the necessary changes for the main and secondary connection ports.
- To change a server address, double-click the name in the list displayed.
- Make the necessary changes.
- Click **[OK]**.
- Repeat the procedure for the other servers.
- Click **[OK]** to save the changes and close the server properties window.

6.2.3 Regenerating the directory database

In the configuration Wizard window click the option **5 - Regeneration of directory database...**

- Click **[Yes]** in the window which opens to confirm the regeneration.
- The directory database is regenerated in three stages:

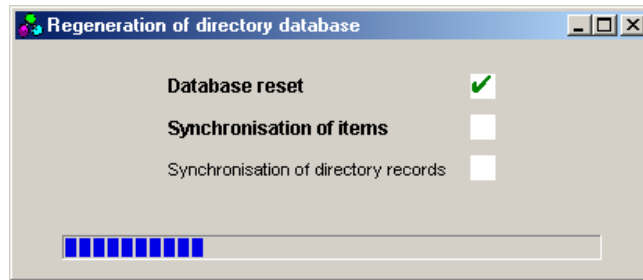


Figure 6.4 REGENERATION STAGES

- When the regeneration is finished, click **[OK]** at the message **"Full Device-MC alignment finished successfully"**.

6.2.4 Configuring export to external applications

In the configuration Wizard window click the option **6 - Configuration of export to external applications...**

- A window opens displaying the various pre-defined export formats.
- Close the window.
- See the chapter "Exporting directory records" for the rest of the procedure.

6.2.5 Configuring programmed actions

In the configuration Wizard window click the option **7 - Task scheduler...**

- A window opens displaying the pre-defined programmed actions. The actions shown are not active and have a  icon next to them.
- Close the window.
- See the chapter "Programmed actions" for the rest of the procedure.

7 CONFIGURING M7425 EXPRESS AFTER INSTALLATION

The configuration is set with the help of the installation Wizard and can be modified from the application. Below are the application menus corresponding to each of the Wizard menus:

- Modify the Intranet software key code configuration
 - In the M7425 Express main window select **Configuration \ Key codes \ Directory**
 - See the section "Entering the Intranet directory software key code" for the rest of the procedure.
- Modify the connection configuration
 - In the M7425 Express main window select **Configuration \ Connection configuration...**
 - See the section "Configuring the connection" for the rest of the procedure.
- Regenerate the M7425 Express directory database
 - In the M7425 Express main window select **Configuration \ Regeneration of directory database...**
 - See the section "Regenerating the directory database" for the rest of the procedure.
- Modify the configuration of export to external applications
 - In the M7425 Express main window select **Configuration \ Export formats...**
 - See the section "Exporting directory records" for the rest of the procedure.
- Modify the programmed actions configuration
 - In the M7425 Express main window select **Configuration \ Programmed actions...**
 - See the section "Programmed actions" for the rest of the procedure.

7.1 CONFIGURING THE SERVER

The following configurations are accessible from the server:

- Configuration of directory records
- Configuration of the backup directory and database compression
- Configuration of the TCP/IP listening ports.

7.1.1 Configuring exports

The administrator defines the directory record and logbook directories in the server configuration window.

To configure exports:

- From the server, click the **[Start]** button on the task bar at the bottom of the screen.
- Move the cursor to **[Programs]**, then **[M7425 Express]**.
- Move the mouse pointer and click the **[Server Configuration]** icon.
- In the server configuration window, click the **Exports** tab.

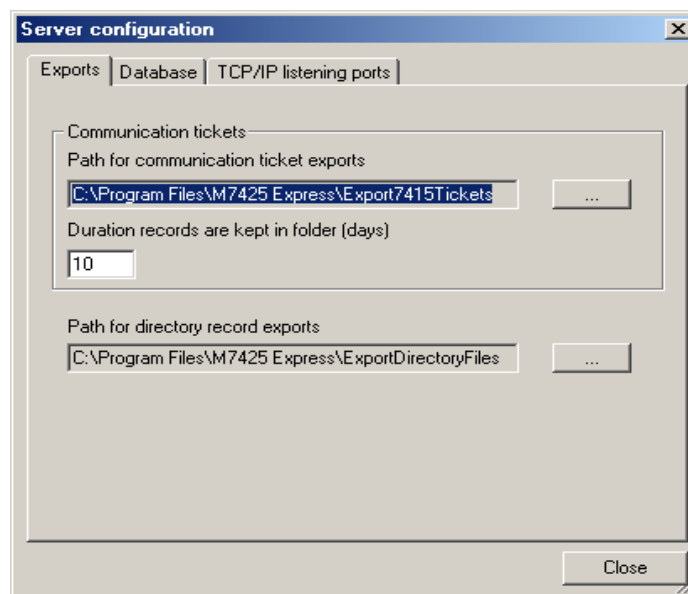


Figure 7.1 CONFIGURING THE SERVER

- In each of the fields, enter the file destination directory directly or click [...].
- Click **[Close]** to exit the server configuration screen.

7.1.2 Configuring the database

The administrator defines the M7425 Express database backup directory, the configuration of its compression and the frequency of automatic compression, in the server configuration screen.

To configure the database:

- From the server, click the **[Start]** button on the task bar at the bottom of the screen.
- Move the cursor to **[Programs]**, then **[M7425 Express]**.
- Move the mouse pointer and click the **[Server Configuration]** icon.
- In the server configuration window, click the **Database** tab.

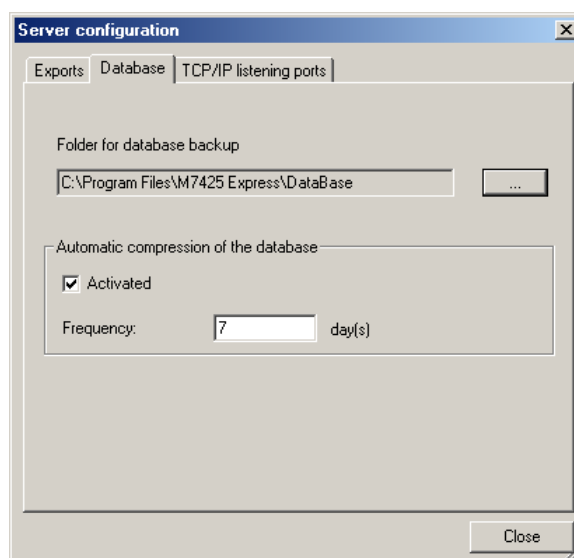


Figure 7.2 CONFIGURING THE DATABASE

- Enter the database backup destination directory directly or by clicking [...].
- To compress the database, check the **Activated** field in the **Automatic compression of the database** frame.

Note: *Compression can only start if all applications (including the browser) are closed on both the client and server workstations. Compression is logged. Database access is locked during compression.*

- Enter the database compression frequency (7 days by default).
- Click **[Close]** to exit the server configuration screen.

7.1.3 Configuring the TCP/IP listening ports

The administrator defines the TCP/IP listening ports in the server configuration window.

To define the TCP/IP listening ports:

- From the server, click the **[Start]** button on the task bar at the bottom of the screen.
- Move the cursor to **[Programs]**, then **[M7425 Express]**.
- Move the mouse pointer and click the **[Server Configuration]** icon.
- In the server configuration window, click the **TCP/IP** listening ports tab.

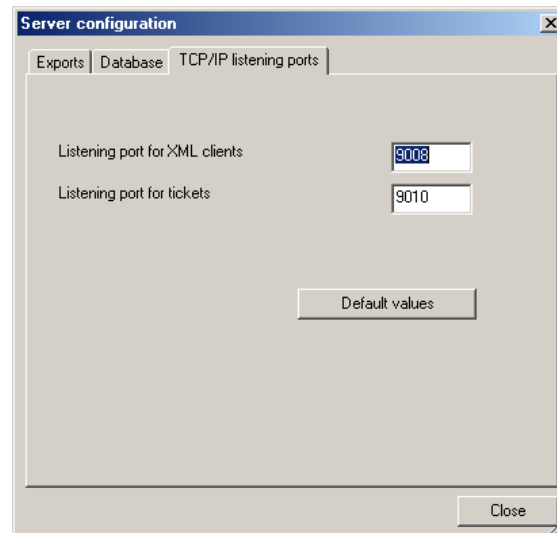


Figure 7.3 CONFIGURING THE TCP/IP LISTENING PORTS

- Enter the TCP/IP listening ports for M7425 Express clients and incoming calls for the integrated buffer in each of the corresponding fields.

Note: The **[Default values]** button is used to display the default values in each of the fields.

- Click **[Close]** to exit the server configuration screen.

Note: the listening port tickets is not used by the M7425 Express application.

8 INSTALLING THE CLIENT WORKSTATION

8.1 INSTALLING THE M7425 EXPRESS APPLICATION

CAUTION: *The remote client must not be installed on the M7425 Express application server workstation.
You must install release $\geq$ 6.3 of Winzip on the remote PC.*

The client workstation is installed as a remote PC.

- Enter the M7425 Express address in the *Address* field of the Windows browser as follows: `http://name of server/M7425_Express`.

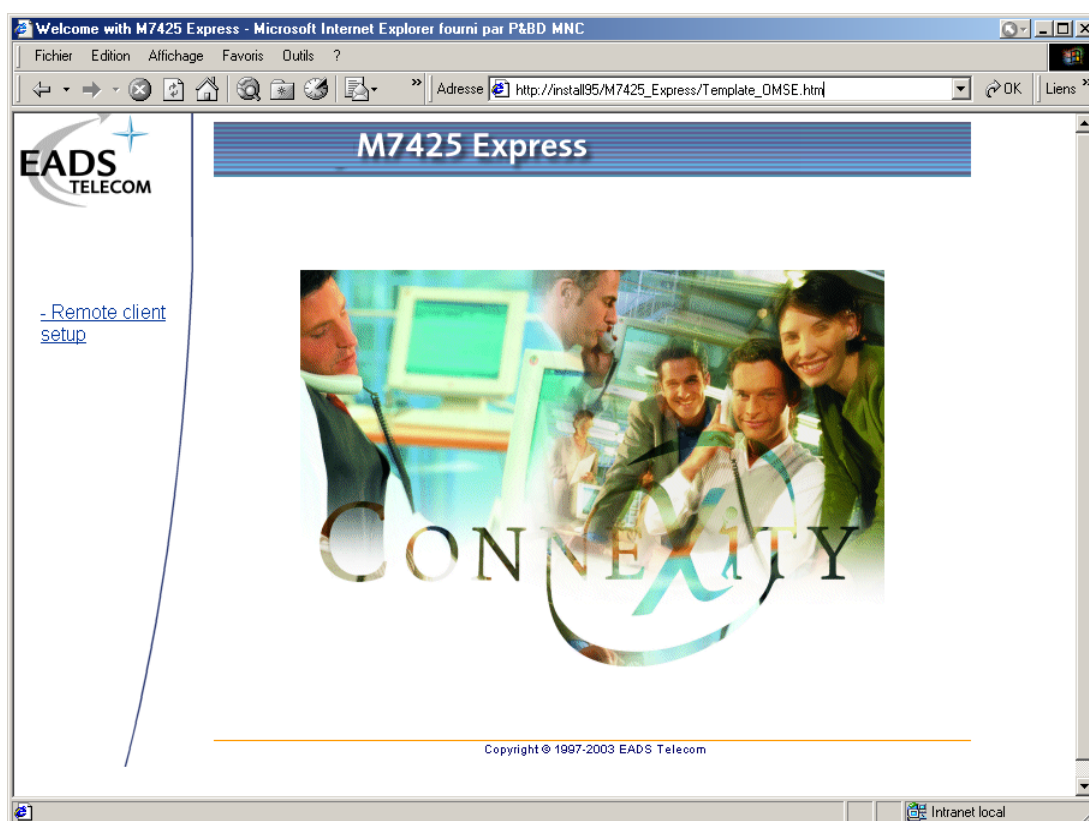


Figure 8.1 M7425 EXPRESS HOME PAGE ON CLIENT WORKSTATION

- Click the **Remote client setup** link.
- Run the Java installation by clicking the  icon.
- Check the option **Run this program from its current location** then click **[OK]**.
- Click **[Yes]** in the security warning window.
- Click **[Yes]** to accept the terms of the licence.
- Select the Java installation path then click **[Next]**.
- After installing Java, click **[Extract client]** to install the M7425 Express application.
- Check the option **Save the file on disk** then click **[OK]**.
- Select the directory from which the file is to be extracted.
- Click **[Save]** to save the compressed file **setupclient.zip**.
- When the file has been downloaded click **[Open]**.
- From the Winzip utility (run automatically), click **[Extract]** to extract all the files to a Windows explorer folder.
- Exit Winzip.
- Exit the active applications.
- Open the folder to which the files have been extracted and double-click on the **setup.exe** file.
- Click **[Next]** in the M7425 Express installation window.
- Click **[Browse]** to select the installation path for the M7425 Express application. By default, the application is installed under \Program Files\Ubixity M7425 Express.
- Click **[Next]**.
- Enter the name of the program folder where M7425 Express is to be installed then click **[Next]** again. The default name proposed is **M7425 Express**.
- Enter the IP address of the M7425 Express server then click **[Next]**.
- Click **[Finish]**.

Note: *the remote client must be reinstalled if the M7425 Express server is updated.*

9 BROWSING M7425 EXPRESS

9.1 START M7425 EXPRESS

Select **Start** \ **Programs** \ **M7425 Express** \ **M7425 Express**.

9.2 THE M7425 EXPRESS MAIN WINDOW

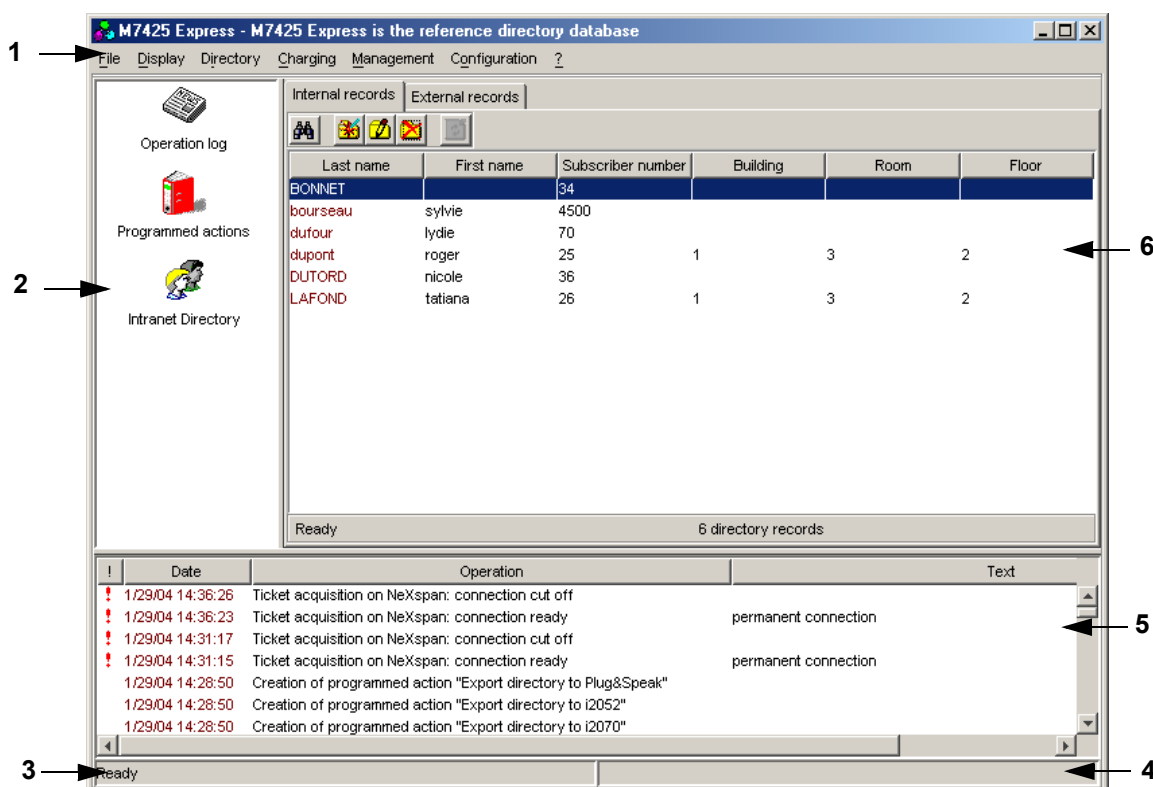


Figure 9.1 M7425 EXPRESS MAIN WINDOW

The M7425 Express main window contains the following items:

- 1 a menu bar for accessing the applications
- 2 shortcuts to the main applications
- 3 a status bar showing, on the left, the current status of the product
- 4 and, on the right, the result of the current action
- 5 an active operation log window
- 6 a frame for displaying directory data.

The size of the various frames can be altered by moving the border with the cursor.

The shortcut and operation log frames can be masked.

9.2.1 The main window menu bar

File	↘	Operation log... Exit	
Display	↘	Shortcut bar Operation log Modify shortcuts... Display directory record fields...	
Directory	↘	Create a directory record... Modify record... Delete record Find... Immediate Export	↘ ATDC Windows Intranet directory Software phone on PC Plug & Speak
Management	↘	MMC graphic...	
Configuration	↘	Programmed actions... Export formats... Regeneration of directory database Key codes	↘ Directory...
Help	↘	Help About...	

9.2.2 Shortcuts to the main applications

The shortcut bar has icons for accessing the main applications.

It can be masked.

The user can modify the content of the shortcut frame by adding or deleting main application icons.

This section describes how to:

- Display or mask the shortcut bar
- Add an application shortcut to the shortcut bar
- Delete an application shortcut from the shortcut bar
- Use a shortcut to start the application.

9.2.2.1 Display or mask the shortcut bar

To display the shortcut frame:

- Click **Display** ▾ **Shortcut bar** and check the shortcut bar option.

To mask the shortcut frame:

- Click **Display** ▾ **Shortcut bar** and uncheck the shortcut bar option.

9.2.2.2 Add an application shortcut

- Select **Display** ▾ **Modify shortcuts...**

The applications for which a shortcut can be created are shown in the **Available shortcuts** frame.

The shortcuts already created in the main window are shown in the **Display these shortcuts** frame.

- Click the application for which you wish to create a shortcut in the **Available shortcuts** frame.
- Click **[Add]**.
- Repeat the procedure for any further applications.
- Click **[OK]** to save the shortcut modifications.

9.2.2.3 Delete an application shortcut

- Select **Display** ▾ **Modify shortcuts...**
- Click the application whose shortcut you wish to delete in the **Display these shortcuts** frame.
- Click **[Delete]**.
- Repeat the procedure for any further applications.
- Click **[OK]** to save the shortcut modifications.

9.2.2.4 Use a shortcut to start an application.

- Double-click the shortcut: the application then appears in a separate window.

9.2.3 The operation log window

By default the current day's events are displayed at the bottom of the M7425 Express main screen.

The operation log window lists all the events which have occurred since 7 pm the previous evening and provides details of the progress of current actions:

- Export
- Programmed actions
- Directory update
- Execution of the various operations.

The various columns in the operation log are as follows:

- Severity
- Date and time of operation
- Event type
- Process in progress/end/executed action failed or successful.

The operation log window can be masked.

To mask the operation log:

- Click **File** ➤ **Operation log** and uncheck the Operation log option.

To display the operation log:

- Click **File** ➤ **Operation log** and check the Operation log option.

The entire log is available:

- from the menu bar
- via the shortcut
- by double-clicking an event in the Operation window

the log then opens in a separate window.

9.2.4 The directory display window

This section :

- provides a description of the directory display window
- describes how to add a column to the directory display frame
- describes how to delete a column from the directory display frame.

9.2.4.1 About the directory display window

Directory records are displayed in the M7425 Express main window. Internal and external records are displayed via corresponding tabs.

The list in each column can be sorted in ascending or descending order by clicking the column header.

The columns displayed can be modified by the operator.

Use of directory records is described in the section "Managing directory records".

Note: *At the end of the pre-configuration, check that the internal/external records and items are present in the directory. To do this click the Refresh button under the internal records tab then the external records tab.*

9.2.4.2 Add a column to the directory display frame

- Select **Display** ▾ **Display directory record fields...** to open the **Display options** window.

The fields available in the directory records are displayed in the **Available fields** frame.

The fields already used in the main window are shown in the **Visible fields** frame.

- Click the field you wish to add in the **Available fields** frame.
- Click **[Add]**.
- Repeat the procedure for any further fields.
- **To change the display order of visible fields:** select the field you wish to move in the list of **Visible frames** and then move it up the list using the  button or down the list using the  button.
- Click **[OK]** to save the modification to the fields displayed.

9.2.4.3 Delete a column from the directory display frame

- Select **Display** \ **Display directory record fields...**
- In the **Display options** window click the field you wish to delete from the **Visible fields** frame.
- Click **[Delete]**.
- Repeat the procedure for any further fields.
- Click **[OK]** to save the modifications.

9.3 DISPLAYING ON-LINE HELP

- Select ? \ **Help**.

9.4 DISPLAYING THE M7425 EXPRESS RELEASE

- Select ? \ **About...**

9.5 EXITING M7425 EXPRESS

- Select **File** \ **Exit** ;
or
Click the box .

10 THE OPERATION LOG

10.1 INTRODUCTION TO THE OPERATION LOG

The operation log records all operations carried out in M7425 Express, with the exception of charging operations (charging, observation, hotel module).

This chapter describes how to access the operation log and then details the following:

- the various display modes of the log
- the operating commands: search, filter, backup, restore, and print
- configuration of the data storage period.

10.2 THE OPERATION LOG MENU BAR

The table below presents the operation log menus.

File	↘	New window Storage duration Print Setup Hardcopy Exit
Edition	↘	Copy Select all Search Search in the database
Display	↘	Toolbar Statusbar Filter criteria Refresh
?	↘	Help, how to get About operation log...

10.3 THE OPERATION LOG TOOLBAR



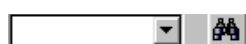
Filter criteria



Select all



Copy



Search



Search in the database



Hardcopy



About...



Refresh

(this button is only active if new information has been saved since the application was started)

10.4 RUNNING THE OPERATION LOG

- Select **File** \ **Operation log**

or click the  icon

or double-click an event in the operation window of the current day.

10.5 DESCRIPTION OF THE OPERATION LOG WINDOW

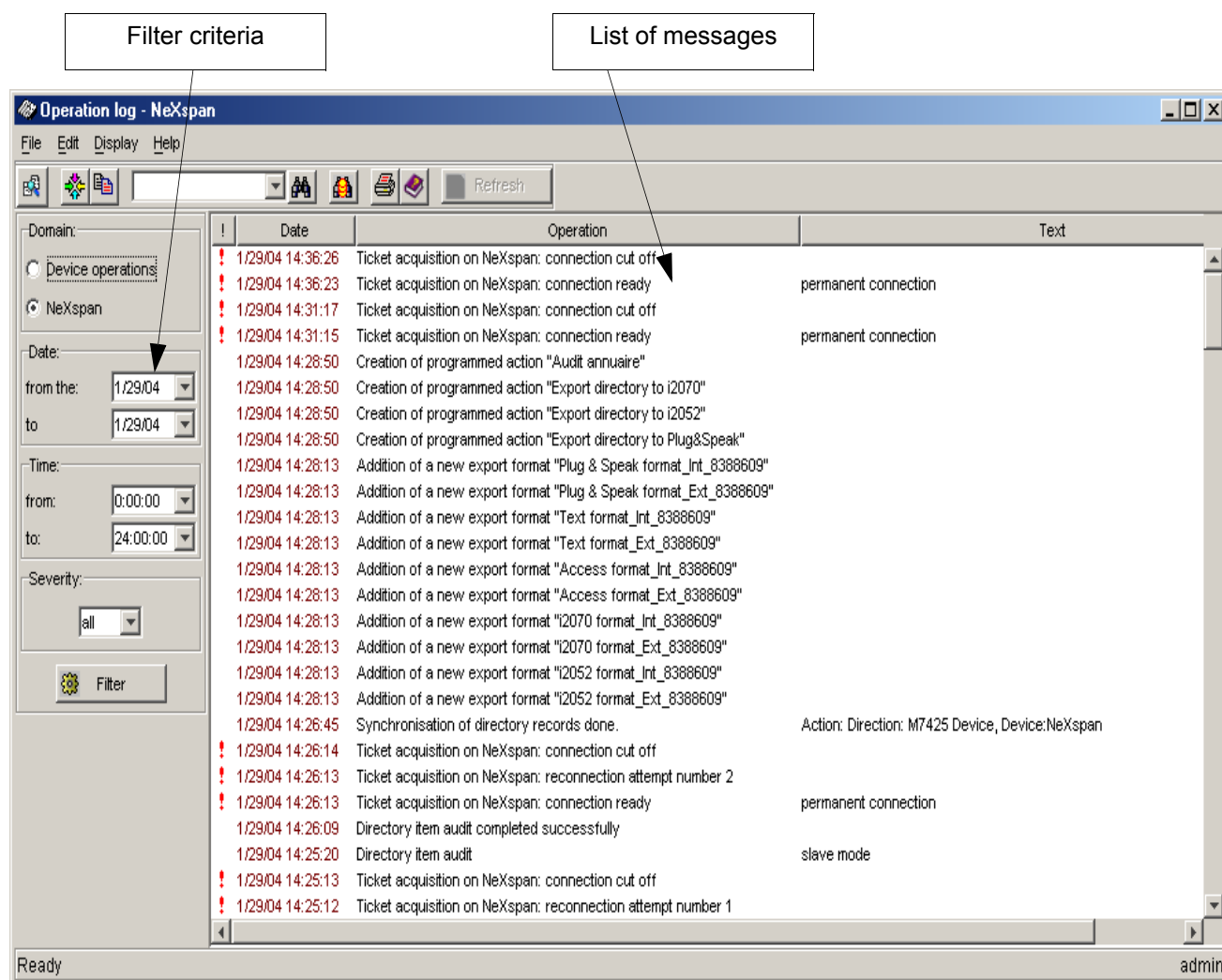


Figure 10.1 THE OPERATION LOG

The operation log window contains:

- **the filter criteria** in the left of the window
- **the list of operation messages** in the right of the window; the following information is displayed for each message:
 - the degree of importance of the operation: the most important operations are signalled with an exclamation mark ! and are displayed in red
 - the date and time of the operation
 - a description of the operation
 - a text field to display any additional information (the reason an operation failed, for example)

By default, the operation log database is open: the number of days displayed is the value defined with the **Storage duration** option.

The records are sorted in chronological order of arrival.

The **[Refresh]** button is active when new information has been saved in the operation log since it was opened. It updates the log.

10.6 DISPLAYING ONLY THE MESSAGES IN THE OPERATION LOG

- Select the **Display** menu.
- Click **Filter criteria** to deselect it.

10.7 DISPLAYING THE FILTER CRITERIA AND THE MESSAGES IN THE OPERATION LOG

- Select the **Display** menu.
- Click **Filter criteria** if it is not already selected.

10.8 FINDING A RECORD IN THE OPERATION LOG

You can rapidly locate a word, a character string, or a particular expression in the operation log using the **Find** function.

The length of the text you can search for is unlimited.

There are two types of search:

- A search of all the columns in the log displayed: if the log displayed is filtered, the search includes all the columns in the filtered log.
- A search of the **Operation** column of the entire log, even if the window shows only part of the log. This type of search is particularly useful in obtaining a record of all the operations carried out on an element (extension number, for example).

10.8.1 Finding a record in the log displayed

This type of search includes all the columns in the operation log, but only on the records displayed.

To find the text, use one of the following two methods:

Procedure 1:

- Select **Find** in the **Edit** menu. The **Find** dialog box is displayed.
- In the **Character string** text field, enter the text you wish to find. If the text entered is longer than the text field, it will scroll to the right. There is no limit to the number of characters that can be entered.
- Click **[Find]** to start the search. the search result is then displayed in reverse video in the operation log window.

Procedure 2:

- In the text field on the toolbar, enter the text you wish to find or click the arrow to select text which has already been the subject of a search.



Figure 10.2 TEXT FIELD ON THE TOOLBAR

- Click on the 'binoculars' icon to start the search.

The search result is then displayed in reverse video in the operation log window.

You can then use the **Copy-Paste** options to paste the search result into another application (a word processing application, for example).

10.8.2 Searching a record in the operation log database

This type of search includes the whole of the **Operation** column of the log.

- Select **Search in the database** in the **Edit** menu. The **Find** dialog box is displayed.
- In the **Character string** text field, enter the text you wish to find. If the text entered is longer than the text field, it will scroll to the right. There is no limit to the number of characters that can be entered.
- Click **[Find]** to start the search. the records found are extracted from the log database and displayed in the right of the screen.

10.9 APPLYING A FILTER IN THE OPERATION LOG

It is possible to extract recorded messages from the displayed operation log according to the following selection criteria:

- the type of operation:
 - **the system operations** : e.g. saving the operations log, changing the product license, etc.
 - domain operations
- **a period** of one or more days
- a time frame
- the degree of **importance** of the operation: "All" ou "!max".

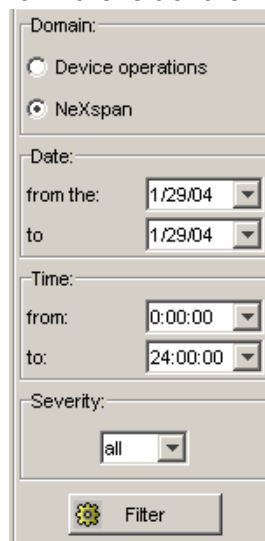
The operation log window displays the filtered log in place of the original log. To obtain the filtered log in another window, first select **File, New window**.

This section describes how to:

- select filter criteria in the operation log
- view the result after the filter has been applied.

10.9.1 Selecting filter criteria in the operation log

- Select one or more criteria in the left of the window:



Domain:

☐ Device operations

☒ NeXspan

Date:

from the: 1/29/04

to: 1/29/04

Time:

from: 0:00:00

to: 24:00:00

Severity:

all

 Filter

Figure 10.3 THE FILTER CRITERIA IN THE OPERATION LOG

To filter operations of 'maximum' importance in the domain managed over a full day, select the date in the **from the** and **to** fields and then select **!max** from the drop-down menu in the **Severity** frame.

Note: *If the filter criteria are not displayed in the left of the window, select **Filter Criteria** in the **Display** menu.*

- Click the **[Filter]** button.

10.9.2 Result after applying a filter in the operation log

The original operation log is replaced by the filtered log: It only displays the messages which meet the filter criteria.

You can then use the **Copy-Paste** options to paste the filter result into another application (a word processing application, for example).

10.10 SORTING THE OPERATION LOG RECORDS ACCORDING TO A COLUMN TITLE

- Click the title of the relevant column (for example, to sort the operations in increasing alphabetical order, click the column header **Operation**).

10.11 PRINTING THE OPERATION LOG

- Select the **File** menu.
- Select **Print**.

or click the  icon.

10.12 CREATING A NEW WINDOW IN THE OPERATION LOG

- Select the **File** menu.
- Select **New window**

10.13 MODIFYING THE STORAGE DURATION OF MESSAGES IN THE OPERATION LOG

The operation log messages are displayed for the storage duration defined by the configuration. The length of time the messages are kept in the log is defined as a number of days (maximum 100 days).

- Select the **File** menu.
- Select **Storage duration**.

A window opens, displaying the storage duration currently defined in the **Current time** field.

- Enter the duration required in the **New duration** field (100 days maximum).
- Click **[OK]** to confirm the modification.

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11 DIRECTORY MANAGEMENT

11.1 ABOUT THE DIRECTORY

M7425 Express has the following functions for directory management:

- **Configuration of directory items:** titles, functions, addresses, billing center, administrative hierarchy.
- **Management of internal and external records** in the directory: create, modify, delete and find.
- Directory edition.
- **Directory audit:** the M7425 Express directory database overwrites that of the device (PBX).
- **Directory regeneration:** the device directory database overwrites that of M7425 Express.

11.2 CONFIGURING DIRECTORY ITEMS

The directory configuration application is used to **configure the items** which constitute a directory database: titles, functions, addresses, billing center, administrative hierarchy.

It is used to define the acronyms and labels for each of the directory items, in order to offer combo boxes for management of the integrated directory and the Intranet directory.

This section describes how to:

- start directory configuration
- create items
- modify items
- delete an item
- print items.

11.2.1 Starting directory configuration

- Select **Directory** \ **Configure directory (items)**

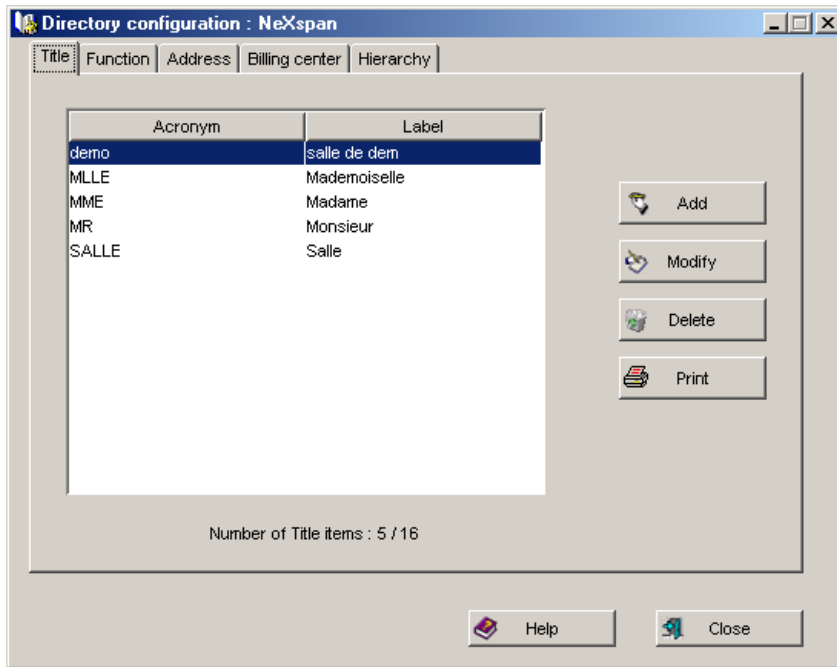


Figure 11.1 CONFIGURING DIRECTORY ITEMS

If a directory database exists, you can create the associated items, i.e. the titles, functions, addresses, billing center and administrative hierarchies.

These items can be modified or deleted later.

Nota : Before creating the items in M7425 Express, it is recommended to realign the directory by retrieving the existing default fields and labels from the device directory (**Configuration menu** \ **Regeneration of directory database**).

11.2.2 Creating items

The integrated directory items are:

- titles: Mr., Mrs., Miss, etc.
- functions: manager, engineer, secretary, etc.
- addresses
- billing centers
- hierarchy

There is no limit to the number of items that can be created for each item type.

11.2.2.1 Creating titles

- In the directory configuration window, select the **{Title}** tab.
- Click **[Add]**.
- Enter an acronym (up to 5 characters) and a label (up to 12 characters) then click **[OK]**.
- The acronym of the item created then appears in the list of titles and the number of existing items is updated in the lower part of the window.

11.2.2.2 Creating functions

- In the directory configuration window, click the *Function* tab.
- Click **[Add]**.
- Enter an acronym (up to 8 characters) and a label (up to 20 characters) then click **[OK]**.
- The acronym of the item created then appears in the list of functions and the number of existing items is updated in the lower part of the window.

11.2.2.3 Creating addresses

- In the directory configuration window, click the **Address** tab.
- Click **[Add]**.
- Enter an acronym (up to 8 characters) and a label (up to 60 characters) then click **[OK]**.
- The acronym of the item created then appears in the list of addresses and the number of existing items is updated in the lower part of the window.

11.2.2.4 Creating Billing centers

- In the directory configuration window, click the **{Billing center}** tab.
- Click **[Add]**.
- Enter an acronym (up to 8 characters) for the current item then select a company from the **Company** list.
- If all the companies are concerned by the billing center being created, check **All**.
- Click **[OK]**.
- The acronym of the item created then appears in the list of billing centers and the number of existing items is updated in the lower part of the window.

11.2.2.5 Creating hierarchies

Configuring administrative hierarchy data involves creating different levels in the hierarchy:

- companies: 1st level in the administrative hierarchy
- departments: 2nd and 3rd levels in the administrative hierarchy.

The *Hierarchy* tab shows the various levels of the hierarchy in a tree structure.

The lower levels are not visible at first. They can be viewed by clicking the + sign to the left of the company (1st hierarchical level). If a company has no + sign next to it, then it has no lower levels.

The final item in the hierarchy is represented by the  icon.

The item immediately above the final item is represented by the  icon.

The items in the first level of the hierarchy (companies) are represented by the  icon when at least one non-final item is associated with that level.

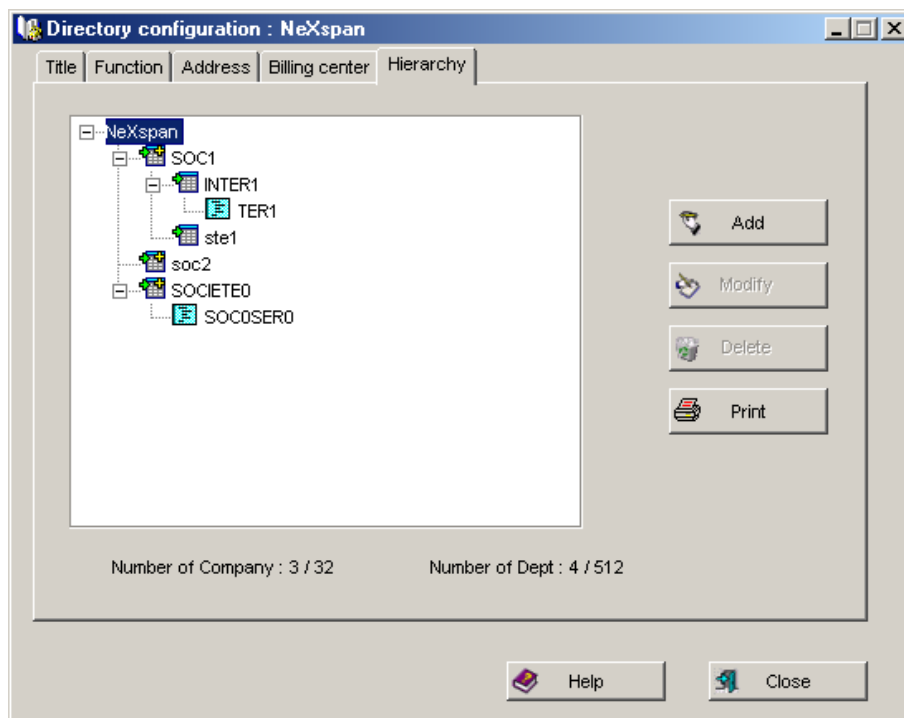


Figure 11.2 EXAMPLE OF AN ADMINISTRATIVE HIERARCHY TREE STRUCTURE

11.2.2.5.1 Creating companies in the administrative hierarchy

- In the directory configuration window, select the **Hierarchy** tab.
- Select the **domain node** then click **[Add]**.
- Fill in the following fields:
 - acronym (8 characters maximum)
 - label (40 characters maximum)
 - device company no. (maximum 3 characters): this is the number of the device company to which a subscriber belongs.
 - the number of levels (1 character): a numerical value which represents the number of levels of the company in the tree structure (2 or 3).
- Click **[OK]** to confirm the creation of the company: The acronym of the item created then appears in the administrative hierarchy tree structure.

The **[Others]** button is used to change the values of the integrated directory.

- an unrestricted key (10 characters maximum): this is a password which authorises restricted access to the subscriber records
- a confidential key (10 characters maximum): this is a password which authorises access to all the subscriber records
- an unlisted key (10 characters maximum): this is a password which authorises partial access to the subscriber records
- an administrator key (10 characters maximum) : this is a password which authorises access to all the subscriber records and grants the right to manage the company records and items; the user of company 0 can access all the records of the installation
- guest page (1 character): this is used to assign a specific presentation page to the subscribers allocated with the unrestricted key
- subscriber page (1 character): this is used to assign a specific presentation page to the subscribers allocated with the unlisted key
- operator page (1 character): this is used to assign a specific presentation page to the subscribers allocated with the confidential key
- user page (1 character): this is used to assign a specific presentation page to the subscribers allocated with the user key
- format number (maximum 2 characters): a numeric value representing the presentation format which will be allocated to a subscriber of this company when a Directory Page with the device is displayed; The table below gives the format number to be entered for each hierarchical level and type of device:

No. of hierarchical levels	F0/F1/F6/F2
2	0
3	1

Nota : *These fields only apply to the directory server of the device.*

11.2.2.5.2 Creating departments in the administrative hierarchy

- In the directory configuration window, select the **Hierarchy** tab.
- Select the node of **the non-terminal company or department** to which the department to be created is attached then click **[Add]**.
- Fill in the following fields:
 - acronym (8 characters maximum)
 - label (40 characters maximum)
- Click the **Terminal hierarchy** level checkbox if subscribers can be attached to this department. You must then complete the **Service No.** field.
- Click **[OK]** to confirm the creation of the company: The acronym of the item created then appears in the administrative hierarchy tree structure.

11.2.3 Modifying items

- In the directory configuration window, click the tab concerned by the modification.
- Select the item to be modified.
- Click **[Modify]**.
- Enter the modifications required then click **[OK]**.
- Click **[Close]** to close the directory configuration window.

11.2.4 Deleting an item

- In the directory configuration window, click the tab concerned by the deletion.
- Select the item (or items) to be deleted.

Nota : *When deleting items in the hierarchy, the lower levels must first be deleted before the company is deleted. A hierarchy can only be deleted if no subscriber is allocated to this hierarchy.*

- Click **[Delete]**.
- Click **[Yes]** in the window which opens to confirm the deletion.

11.2.5 Printing directory items

- In the directory configuration window, click **[Print]**.

11.3 MANAGING DIRECTORY RECORDS

Directory records are displayed in the M7425 Express main window. Internal and external records are displayed via corresponding tabs.

All record items in the list can be sorted in ascending or descending order by clicking the column header.

The directory record selection can be carried out directly from the list or by using search mode.

A directory record consists of main fields (by default under tabs 1 and 2) and additional fields (by default under tabs 3 and 4).

The operator can carry out the following actions on the directory:

- Search for a record using pre-defined criteria
- Create a directory record
- Modify a directory record
- Delete a directory record
- Print a directory record
- Edit directory records
- Run a directory database audit
- Regenerate the directory database.

11.3.1 Searching for a directory record

- Select **Directory** \ **Find...** ;

or click the  icon.

The window which opens shows the criteria which can be used to search for a directory record.

- Enter one or more search criteria in the proposed fields then click **[Find]**.

The **[Delete]** button is used to clear the fields.

The **[Cancel]** button is used to cancel the search.

The result is displayed in the main window.

11.3.2 Creating a directory record

- To create an internal directory record, click the **Internal records** tab.
- To create an external directory record, click the **External records** tab.
- Select **Directory** ▾ **Create a directory record...** ;

or click the  icon.

- Select each of the tabs and fill in the fields as follows:
 - by entering the value directly in the data-entry zone (Subscriber name, Last name, First name, etc.)
 - by selecting a value from a drop-down list (Title, Function, etc.)

Nota : *The Title, Function, Administrative Hierarchy, Address and Billing Center fields are managed from directory configuration.*

- by clicking a button which opens a selection window. This is the case with the **[Hierarchy]** field. To select the hierarchy of the directory record, click **[Hierarchy]**, select the hierarchy you want in the window which opens, then click **[OK]**.
- Click the **[Confirm]** button to create the Directory record.
- If the record has been created, the message **"Creation successful"** is displayed in the operation result window. Otherwise, the message **"Operation failed"** appears along with the reason for the failure.
 - In the event of failure, the operator can modify the record parameters in the creation window which opens.
 - If the record has been created, the record is declared on the integrated directory.
- Click the **[OK]** button to quit the operations result window.

When the record has been created, the screen which appears contains an icon representing the internal directory record and the subscriber name.

11.3.3 Modifying a directory record

- In the main window, click the **Internal records** or **External records** tab depending on the type of record you want.
- Select the record you wish to modify from the list of directory records.

Nota : *You can also search for the directory record with the **Find** function.*

- Right-click the record then select **Open** or select **Directory** ▾ **Modify record...**
- Enter the modifications in the record which appears.
- Click the **[Confirm]** button to save the modifications.

11.3.4 Deleting a directory record

- In the main window, click the **Internal records** or **External records** tab depending on the type of record you want.
- Select the record you wish to delete from the list of directory records.

Nota : *You can also search for the directory record with the **Find** function.*

- Right-click the record then select **Delete** or select **Directory** ▾ **Delete record....**
- Click **[OK]** to confirm the message which appears.

11.3.5 Printing a directory record

- In the main window, click the **Internal records** or **External records** tab depending on the type of record you want.
- Select the record you wish to print from the list of directory records.

Nota : *You can also search for the directory record with the **Find** function.*

- Right-click the record then select **Open** or select **Directory** ▾ **Modify record....**
- Click **[Print]**.

The contents of the Directory record tabs are printed in A4 format.

11.4 EDITING THE DIRECTORY

This function is only available if the APM module is installed.

- In the main window, select **Directory** ▾ **Edit directory...**
- See the section "Editing the directory" in the "Charging" chapter for the rest of the procedure.

11.5 RUNNING A DIRECTORY AUDIT

A directory audit involves replacing the device directory files with those of M7425 Express. The directory audit can be run:

- immediately
- in deferred mode and/or periodically, via programmed actions.

11.5.1 Running an immediate directory audit

Nota : *The items and records in the device directory will be overwritten by those of M7425 Express.*

- In the main window, select **Directory** \ **Directory audit...**
- Click **[OK]** to confirm the audit.

11.5.2 Running the directory audit via programmed actions

Nota : *The items and records in the device directory will be overwritten by those of M7425 Express.*

- In the main window, select **Configuration** \ **Programmed actions...**
- In the programmed actions window, select **Programmed action** \ **New audit.**
- Indicate when the action is to be executed by clicking **Immediate**, **Deferred** or **Periodic**.
- For a periodic action select the frequency from the drop-down list: Weekly, Daily or more frequently.
- For a periodic or deferred action, fill in the **Start date** field.

Click the  **Modify...** icon then select the date using the calendar displayed.

The arrows in the calendar title zone can be used to display a different month from the current one.

To select a date, double-click the desired date or click **[Today]**.

The time is entered directly via the keyboard in the **Time** field.

- Click **[OK]** to confirm the programming.

11.6 REGENERATING THE DIRECTORY DATABASE

Regenerating the directory involves replacing the M7425 Express directory files with those of the device.

The directory can be regenerated:

- immediately
- in deferred mode and/or periodically, via programmed actions.

11.6.1 Regenerating the directory database immediately

Nota : *The items and records in the M7425 Express directory will be overwritten by those of the device.*

- In the main window, select **Configuration** \ **Regeneration of directory database...**
- Click **[OK]** to confirm the regeneration.

11.6.2 Regenerating the directory database via programmed actions

Nota : *The items and records in the M7425 Express directory will be overwritten by those of the device.*

- In the main window, select **Configuration** \ **Programmed actions...**
- In the programmed actions window, select **Programmed action** \ **New regeneration.**
- Indicate when the action is to be executed by clicking **Immediate**, **Deferred** or **Periodic**.
- For a periodic action select the frequency from the drop-down list: Weekly, Daily or more frequently.
- For a periodic or deferred action, fill in the **Start date** field.

Click the  **Modify...** icon then select the date using the calendar displayed.

The arrows in the calendar title zone can be used to display a different month from the current one.

To select a date, double-click the desired date or click **[Today]**.

The time is entered directly via the keyboard in the **Time** field.

- Click **[OK]** to confirm the programming.

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12 PROGRAMMED ACTIONS

12.1 STARTING PROGRAMMED ACTIONS

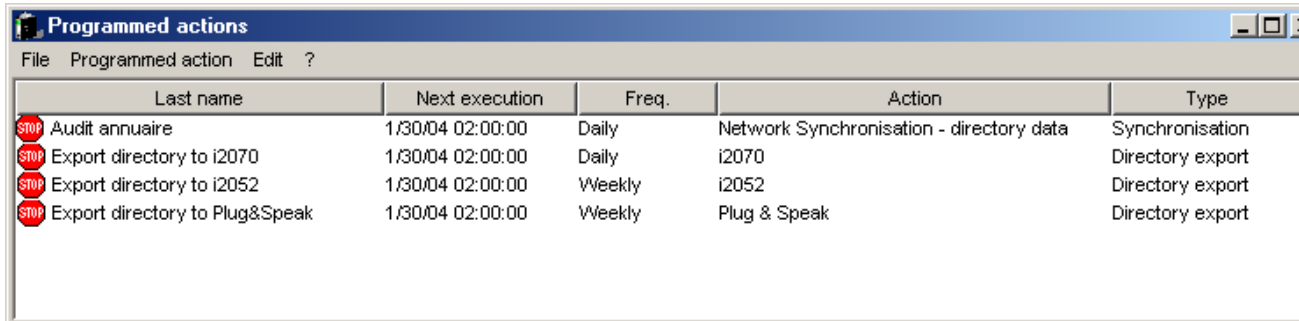
In the M7425 Express main window select **Configuration\ Programmed actions...**

The window which opens shows current programmed actions or those waiting to be executed. For each action the name, date and time of the next execution, frequency, action and type are displayed.

- When a programmed action is **waiting to be executed**, it is preceded by the  icon.
- When a programmed action is **suspended**, it is preceded by the  icon.
- When a programmed action is **being executed**, it is preceded by the  icon. This icon is located in the status bar.
- When a programmed action has **terminated**, it is no longer listed.

12.2 PROGRAMMED ACTIONS CREATED BY THE INSTALLATION WIZARD

During installation the Wizard creates the following seven programmed actions:



Last name	Next execution	Freq.	Action	Type
 Audit annuaire	1/30/04 02:00:00	Daily	Network Synchronisation - directory data	Synchronisation
 Export directory to i2070	1/30/04 02:00:00	Daily	i2070	Directory export
 Export directory to i2052	1/30/04 02:00:00	Weekly	i2052	Directory export
 Export directory to Plug&Speak	1/30/04 02:00:00	Weekly	Plug & Speak	Directory export

Figure 12.3 PROGRAMMED ACTIONS AFTER INSTALLATION (WITH APM)

These pre-programmed actions are suspended and thus preceded by the  icon. To release programmed actions, see the section "Resuming on or more programmed actions".

12.2.1 Directory audit

To display the parameters of the **Directory audit** programmed action, select it and double-click to display the "Directory database audit" screen.

This programmed action is pre-defined as a daily action and cannot be modified. You must create a new programmed action if you wish to define a different frequency.

- The start date and time of the programmed action can be changed in the **{Start date}** field.

Click the  **Modify...** icon then select the date using the calendar displayed.

The arrows in the calendar title zone can be used to display a different month from the current one.

To select a date, double-click the desired date or click **[Today]**.

The time is entered directly via the keyboard in the **Time** field.

- Click **[OK]** to confirm the programming.

12.2.2 Intranet directory export

To display the parameters of the **Intranet directory export** programmed action, select it and double-click to display the "Export management - Directory" screen.

Intranet format is used for the export.

- The start date and time of the programmed action can be changed in the **{Start date}** field (see the section "Directory audit" above).

12.2.3 Export directory to i2070

To display the parameters of the **Export directory to i2070** programmed action, select it

and double-click.

The window which opens is the same as the previous one except that i2070 format is used.

- The start date and time of the programmed action can be changed in the **{Start date}** field (see the section "Directory audit" above).

12.2.4 Export directory to i2052

To display the parameters of the **Export directory to i2052** programmed action, select it and double-click.

The window which opens is the same as the previous one except that i2052 format is used.

- The start date and time of the programmed action can be changed in the **{Start date}** field (see the section "Directory audit" above).

12.2.5 Export directory to PLUG & SPEAK

To display the parameters of the **Export directory to Plug & Speak** programmed action, select it and double-click.

The window which opens is the same as the previous one except that Plug & Speak format is used.

- The start date and time of the programmed action can be changed in the **{Start date}** field (see the section "Directory audit" above).

12.3 CREATING NEW PROGRAMMED ACTIONS

It is possible to create programmed actions other than those generated by the Wizard.

Note: *It is not possible to create new programmed actions involving the APM module.*

To create a new programmed action:

- Select **Configuration** ▾ **Programmed action**.
- In the window which opens select **Programmed action** again.
- This menu lists the items which can be created:
 - New export...
 - New audit...
 - New regeneration...
 - New backup...
 - New restore...

When creating a new programmed action you can either:

- use the existing export formats
- or define a new export format.

New programmed actions are created in the **Active** state .

12.3.1 Programming export of directory records

- In the programmed actions window, select **Programmed action** ▾ **New export**.
- See the section "Exporting directory records via programmed actions" for the rest of the procedure.

12.3.2 Programming a directory audit

Note: *The items and records in the device directory will be overwritten by those of M7425 Express.*

- In the programmed actions window, select **Programmed action** ▾ **New audit**.
- See the section "Running the directory audit via programmed actions" for the rest of the procedure.

12.3.3 Programming directory regeneration

Note: *The items and records in the M7425 Express directory will be overwritten by those of the device.*

- In the programmed actions window, select **Programmed action** \ **New regeneration**.
- See the section "Regenerating the directory database via programmed actions" for the rest of the procedure.

12.3.4 Programming M7425 Express data backup

- In the programmed actions window, select **Programmed action** \ **New backup**.
- See the section "Backing up M7425 Express data via programmed actions" for the rest of the procedure.

12.3.5 Programming M7425 Express data restore

- In the programmed actions window, select **Programmed action** \ **New restore**.
- See the section "Restoring M7425 Express data via programmed actions" for the rest of the procedure.

12.4 OPERATIONS ON EXISTING PROGRAMMED ACTIONS

12.4.1 Modifying a programmed action

- In the programmed actions window, select the programmed action you wish to modify.
- Select **Programmed action** ▾ **Open** or right-click on the action you wish to modify then select the **Open** context menu.
- Make the necessary changes.
- Click **[OK]** to save the changes.

12.4.2 Duplicating a programmed action

- In the programmed actions window, select the programmed action you wish to duplicate.
- Select **Programmed action** ▾ **Duplicate** or right-click on the action you wish to duplicate then select the **Duplicate** context menu.

The duplicated action is shown in the list with the same characteristics as the selected action: the operator can then modify certain programming parameters.

12.4.3 Deleting one or more programmed actions

- In the programmed actions window, select the programmed action or actions you wish to delete.

The **[SHIFT]** key can be used to select several adjacent actions.

The **[CTRL]** key can be used to select several separate actions.

- Select **Programmed action** ▾ **Delete** or right-click on the action then select the **Delete** context menu.

12.4.4 Resuming one or more programmed actions

This action is used to activate actions pre-programmed by the Wizard.

It is also used to resume programmed actions before the time indicated, during suspension of an action or following suspension of an action until a new command is run.

- Select one or more programmed actions for which execution has been suspended from the list of current programmed actions.

The **[SHIFT]** key can be used to select several adjacent actions.

The **[CTRL]** key can be used to select several separate actions.

- Select **Edit** ▾ **Resume** or right-click on the action then select the **Resume** context menu.

12.4.5 Suspending one or more programmed actions

- Select one or more programmed actions waiting to be executed from the list of current programmed actions.

The **[SHIFT]** key can be used to select several adjacent actions.

The **[CTRL]** key can be used to select several separate actions.

- Select **Edit** ▾ **Suspend** or right-click on the action then select the **Suspend** context menu.
- You can then:
 - indicate a date for resuming the programmed actions: the programmed actions will automatically resume on the date indicated.
 - suspend the programmed actions until a new command is run: the programmed actions will resume when a the operator sends a new command.
- Click **[OK]**.

Note: *Suspended actions are preceded by the icon . Programmed actions currently being executed cannot be suspended.*

12.4.6 Printing the list of programmed actions

- In the programmed actions window, select **File** ▾ **Print**.

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13 EXPORTING DIRECTORY RECORDS

13.1 ABOUT EXPORTING DIRECTORY RECORDS

Management of exporting directory records involves:

- defining the export formats, on the basis of:
 - the type of records to be exported: i2070 records, i2052 records, intranet records, Plug & Speak records
 - the type of data to be exported (unrestricted, unrestricted and unlisted and/or unrestricted, unlisted and confidential)
 - the fields to be exported
- exporting the directory records immediately or via programmed actions to the intranet directory, i2052, i2070 or Plug & Speak.

The records are exported in the pre-defined format to a directory configured in the server configuration application (see section "Export formats").

13.2 EXPORT FORMATS

- Seven export formats are pre-configured at installation.
- In the M7425 Express main window select **Configuration\ Export formats...**
- The **Management of Directory Export format** window lists the pre-configured formats. Double-click the format you want to display the details.
- The export formats can be modified in the screen displayed.

Export format	Modifiable	Create/delete new format
Access	YES	YES
Intranet	YES	NO
Plug & Speak	YES	YES
i2070	YES	YES
i2052	YES	YES
Text	YES	YES

Figure 13.4 UPDATING EXPORT FORMATS

13.2.1 Creating new export formats

- In the M7425 Express main window select **Configuration** \ **Export formats...**
- In the **Management of Directory Export format** window click **Export** \ **New**.
- Select the export format you wish to create: i2052, i2070, Plug & Speak, text file (ascii), Access file (mdb).

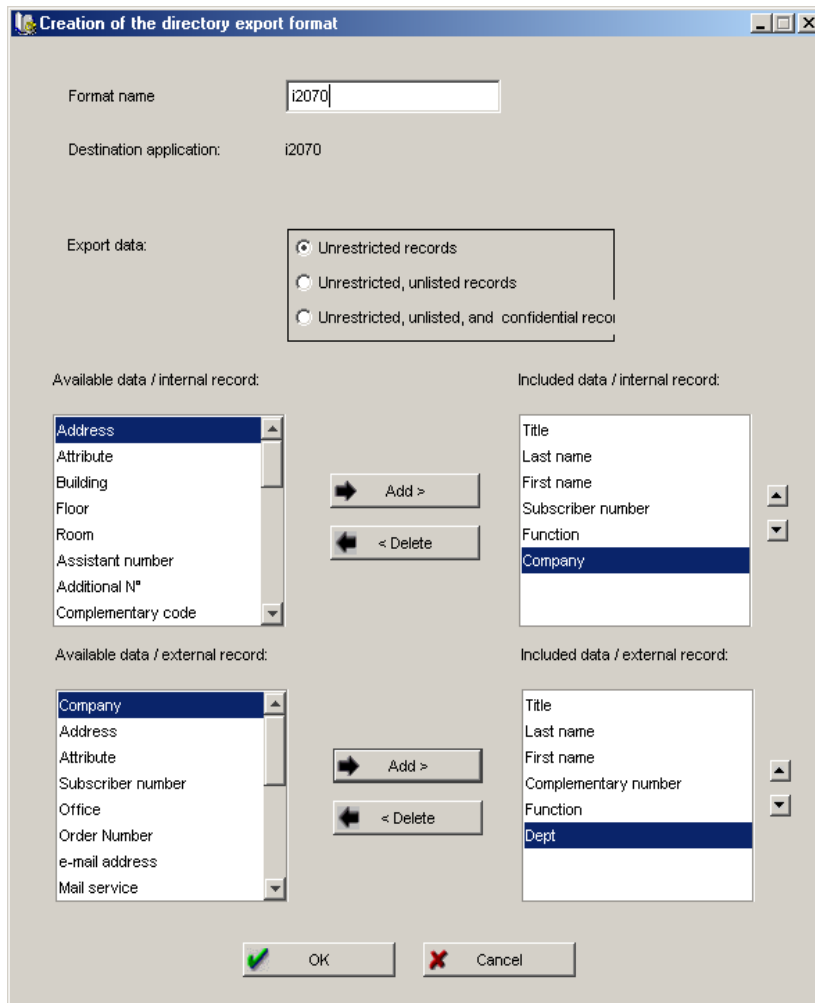


Figure 13.5 DEFINING AN EXPORT FORMAT (I2070 FORMAT)

Defining an export format involves:

- naming the format
- selecting the type of records to be exported: select one of the following options: Unrestricted Records; Unrestricted and Unlisted Records; or Unrestricted, Unlisted and Confidential Records
- defining the fields: select from the lists **Available data internal/external record** the type of data to be added then click **[Add >]**.
 - To delete a field: select from the **Included data** lists the type of data to be deleted then click **[< Delete]**.

- To change the display order of the exported fields: select the field you wish to move in the list of **Included data** and then move it up the list using the ▲ button or down the list using the ▼ button.
 - For text file format the separator must also be defined.
 - There are no options for Plug & Speak export format: it is a pre-defined fixed format.
- The **[Cancel]** button is used to close the export definition window without the changes becoming effective.
- Click **[OK]** to save the changes.

13.3 EXPORTING DIRECTORY RECORDS

Directory records can be exported to the i2070, the intranet directory, the i2052 and/or Plug & Speak:

- immediately
- in deferred mode and/or periodically, via programmed actions.

13.3.1 Exporting directory records immediately

Immediate export of directory records uses pre-defined export formats (see section "Export formats").

Directory records can be exported immediately to the following formats:

- i2070
- Intranet Directory
- i2052
- Plug & Speak

13.3.1.1 Immediate export of directory records to i2070

- In the main window, select **Directory** \ **Immediate export** \ **i2070**.
- Click **[OK]** to confirm the export.

13.3.1.2 Immediate export of directory records to the Intranet directory

- In the main window, select **Directory** \ **Immediate export** \ **Annuaire intranet**.
- Click **[OK]** to confirm the export.

13.3.1.3 Immediate export of directory records to i2052

- In the main window, select **Directory** \ **Immediate export** \ **i2052**.
- Click **[OK]** to confirm the export.

13.3.1.4 Immediate export of directory records to Plug & Speak

- In the main window, select **Directory** \ **Immediate export** \ **Plug & Speak**.
- Click **[OK]** to confirm the export.

13.3.1.5 Exporting directory records via programmed actions

- In the main window, select **Configuration** \ **Programmed actions** then select **Programmed actions** \ **New export ...**
- In the export management window, click the **Programmed action** tab.
- Indicate when the action is to be executed by clicking **Immediate**, **Deferred** or **Periodic**.
- For a periodic action select the frequency from the drop-down list: Weekly, Daily or more frequently.
- For a periodic or deferred action, fill in the **Start date** field.

Click the  **Modify...** icon then select the date using the calendar displayed.

The arrows in the calendar title zone can be used to display a different month from the current one.

To select a date, double-click the desired date or click **[Today]**.

The time is entered directly via the keyboard in the **Time** field.

- Check the export destination from the following options: Charging, Intranet directory, i2052, i2070 or Plug & Speak, Access file, text file.
- The export format can be changed (except for the Intranet directory) in this screen:
 - Click **[Configuration]**
 - The Management of Directory Export format window opens
 - Double-click the format you wish to change.
 - Change the export format
 - Click **[OK]** to confirm the programming.

Note: *The content of the data exported depends on the format defined.*

14 VT-100 EMULATION

14.1 ABOUT VT 100 EMULATION

M7425 Express emulates a maintenance console. It is connected to a local or remote device.

To connect to the device's VT 100, the VT 100 server address must have been entered in the M7425 Express connection configuration.

14.2 CHECK THE CONFIGURATION OF THE DEVICE'S VT 100 SERVER

- In the M7425 Express main window select **Configuration** > **Connection configuration...**
- Click **[Open]** to display the default TCP ports of the servers.
- In the list displayed double-click the VT100 server.
- If necessary, enter the X25 address or TCP port (depending on the connection mode).
- Click on **[OK]**.

14.3 STARTING VT100 EMULATION

- Select **Management** \ **VT-100...**,

After a few moments a screen appears similar to that displayed on a VT100. Refer to the device operating manuals.

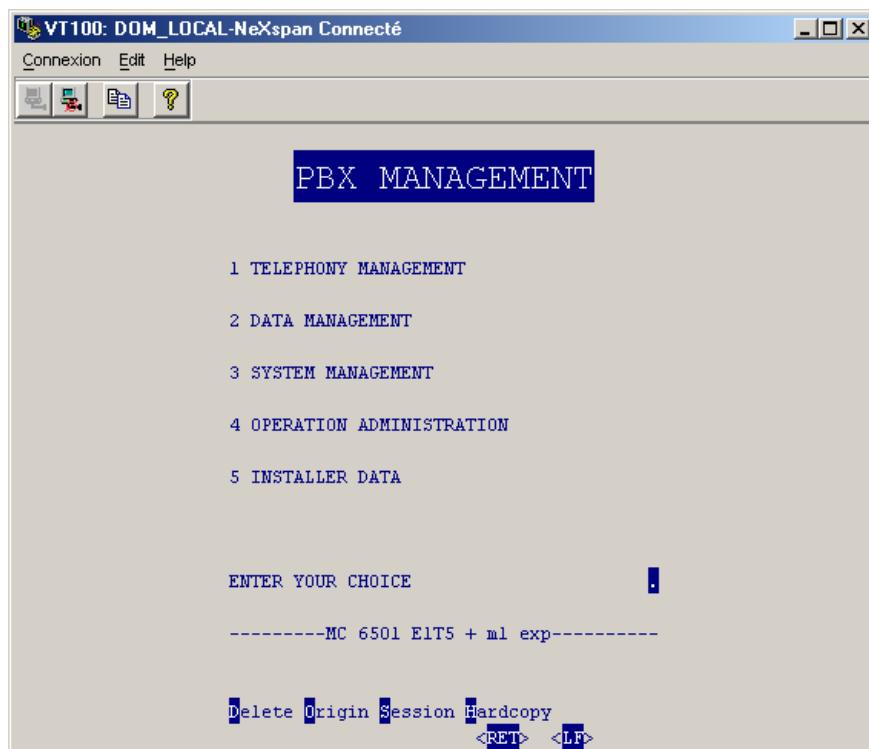


Figure 16.1 VT100 EMULATION

Note: In a VT100 emulation session the **<Ctrl> <J>** keys are used to return to the previous screen.

15 MMC GRAPHICS

15.1 OVERVIEW OF MMC GRAPHICS

MMC Graphics are used to manage F0, F1, F6 and F2 devices.

The F0/F1/F2 device management menus are described in the relevant device operating manuals (see *section Reference documents*). The MMCs available in VT100 mode are presented in the form of graphics by M7425 Express.

The various types of menu are therefore the same. However, navigation between them and data display in the windows is different.

This application is used as a terminal and is not therefore designed to add management functions.

15.2 STARTING THE MMC GRAPHICS APPLICATION

- Select **Management** \ **MMC Graphics...**

15.3 DESCRIPTION OF THE MMC GRAPHICS STARTUP WINDOW

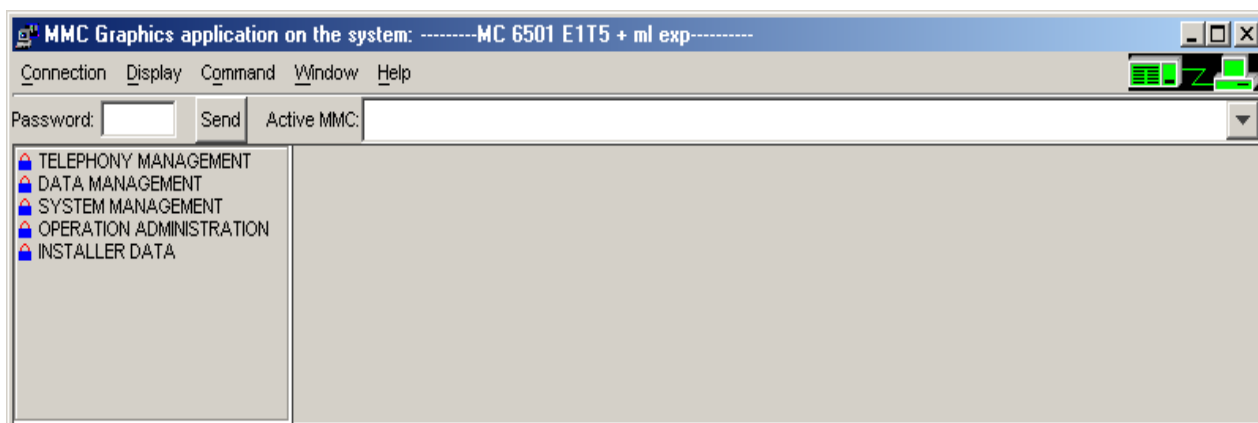


Figure 17.1 MMC GRAPHICS STARTUP SCREEN

Like all Windows applications, the F0/F1/F6/F2 MMC Graphics window contains:

- a title bar
- a menu bar to access the various commands of the application
- a tool bar with shortcuts for accessing certain functions in the application
- a window where the current session is displayed.

The  icon in the menu bar lights up during exchanges between M7425 Express and the device:

- it lights up red when an exchange between M7425 Express and the device is in progress: all functions are blocked
- it lights up orange when a **background task** exchange between M7425 Express and the device is in progress
- it lights up green when there is no exchange between M7425 Express and the device.

The MMC graphics window is composed of two parts separated by a vertical bar:

- On the left is a tree structure showing the available MMC menus. The menus available depend on the password entered when logging on.
- On the right the screen for the MMC selected by the operator is displayed. The MMC can be selected directly by double-clicking one of the menus in the tree structure, or by selecting one of the current MMCs from the menus or tool bar.

Up to 9 MMCs can be open at the same time.

Note: *To improve MMC graphics display speed, tree structure labels are stored locally on the server or remote PC(s) during initial connection. A local file is created, which corresponds to a PBX type and a software generation release.*

15.4 THE MMC GRAPHICS MENU BAR

Log in	↘	Connecting Identification Log out Exit
Display	↘	Toolbar
Command	↘	Select Previous Next Hardcopy Exit
Window	↘	"Current session"
Help, how to get	↘	Help About...

15.5 THE MMC GRAPHICS TOOL BAR

The tool bar has shortcuts for accessing the following functions:

Password:

To open a new user session (with different rights). The **[Send]** button is used to confirm the password entered.

Active MMC:

Used to select a session from the active sessions.

Note: *The tool bar can be displayed or masked by selecting **Toolbar** in the **Display** menu.*

15.6 TREE STRUCTURE OF THE MMC GRAPHICS MENUS

Once the connection has been established with the device, the MMC Graphics application window displays, in the left part, the first level of the Graphical MMC menus tree structure.

Double-click a menu (or click the + sign displayed to the left of the menu title) to open the sub-menus of the level immediately below the one you have selected. Conversely, you can mask a level of the tree structure by clicking the - sign displayed to the left of the menu title.

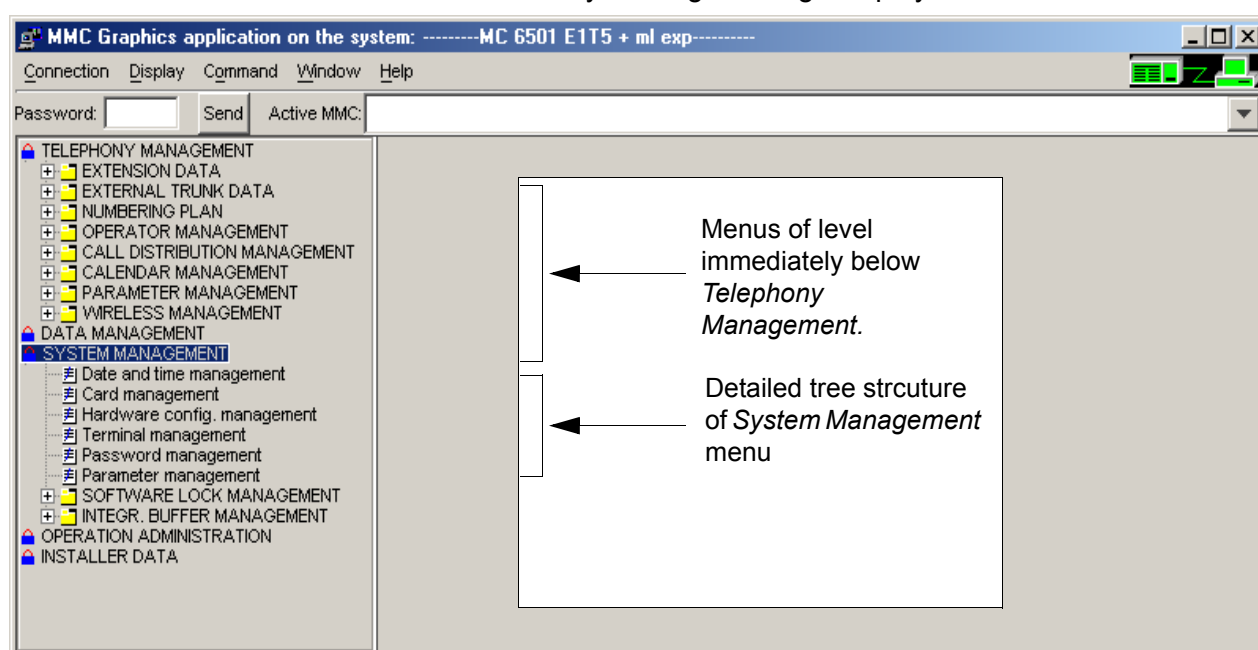


Figure 17.2 TREE STRUCTURE OF THE MENUS

Depending on the type of menu, the text displayed in the tree structure is preceded by one of the following icons:



Select this type of menu to access a list of sub-menus.



Select this type of menu to access a list of sub-menus. This icon is always preceded by a + or - sign, used to expand or reduce the tree structure.



Select this type of menu to display screens available for display/creation/modification/deletion. This icon may be preceded by a + or - sign, used to expand or reduce the tree structure.



Selecting this type of menu displays screens available for display only. This icon may be preceded by a + or - sign, used to expand or reduce the tree structure.

When an MMC Graphics window is active, the associated menu is displayed in bold/italics in the tree structure. The number of current MMCs of the same type is displayed in brackets in the tree structure to the right of the name of the MMC concerned.

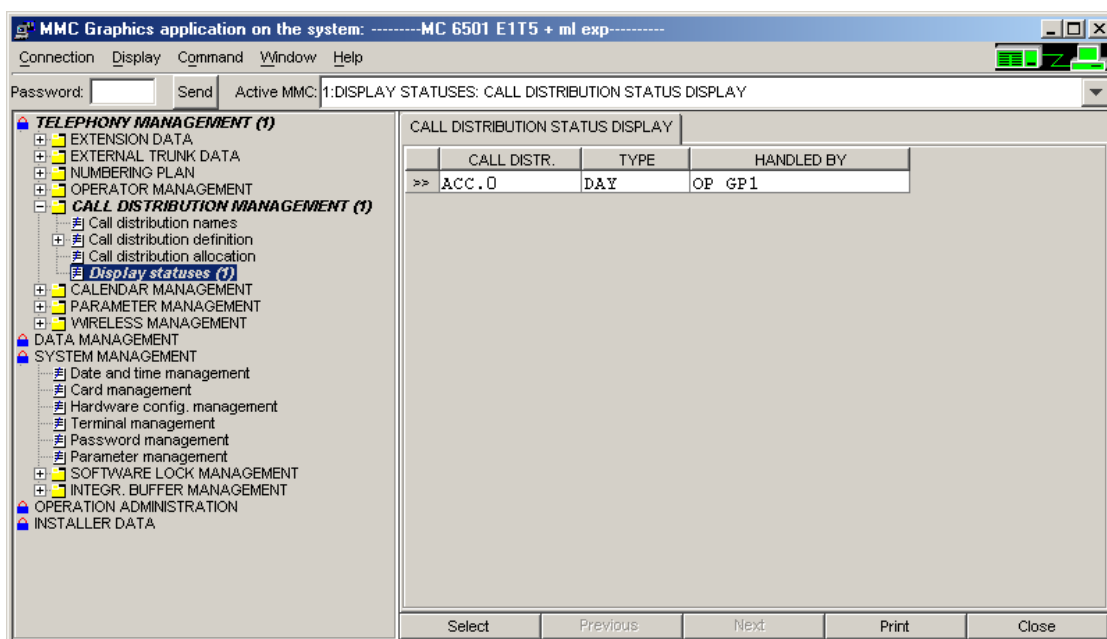


Figure 17.3 CALL DISTRIBUTION STATUS DISPLAY

If, for example, the active MMC is Call distribution status display, the "Display statuses" menu appears in bold italics in the menu tree structure. This MMC is only open once, hence the figure "1" in brackets.

WARNING: *If a menu is selected in the tree structure, you cannot switch from the active window to another window. If you select the same MMC twice, you open two different sessions with the same MMC!*

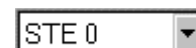
15.7 OBJECTS USED IN THE MMC GRAPHICS APPLICATION

The objects used in the MMC Graphics application menus are as follows:

text fields are used to enter information directly using the keyboard:



the combo box is used to select information from a list provided by the device:



the checkbox or radio-button is used to choose between several values:



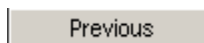
the edit scroll field replaces a text field when the value concerned is a digit. The value is selected using the arrows or by direct entry:



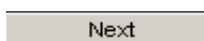
the [Select] button opens the MMC menu corresponding to the information entered:



the [Previous] button, available in a display screen for which there are several records (e.g.: Characteristics of user x), displays the previous MMC screen (e.g.: Characteristics of user x-1):



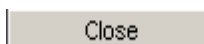
the [Next] button, available in a display screen for which there are several records (e.g.: Characteristics of user x), displays the previous MMC screen (e.g.: Characteristics of user x+1):



the [Print] button prints what is on the screen:



the [Close] button closes the MMC displayed:



the [Zoom] button displays complementary information and/or opens MMC menus linked to the active menu (for a device release > = 14.1, in the latter case).



15.8 SWITCHING BETWEEN THE MENUS AND THE FIELDS IN A MENU

This section describes how to:

- switching between menus
- confirmation
- closing a current MMC
- scroll commands
- error dialogs
- zoom command

15.8.1 Switching between menus

To switch from one menu to another, select the required MMC in the menu tree structure. However, if the MMC you want is already **being used**, the operator can select it:

- from the list of **active MMCs** in the tool bar
- from the **Window** menu in the tool bar.

Furthermore, if the buttons **[Previous]** and **[Next]** are available, they can be used to switch between one screen and another within the same MMC (e.g.: Characteristics of user x-1, x, x+1, etc).

Finally, the  button has two functions:

- Zoom, which
 - displays the various values of a field (e.g. by clicking on the **[>>]** button associated with the "Subscriber number" field, you can view the list of subscribers)
 - displays the details of the selected field (e.g. by clicking on the **[>>]** button in the list of subscribers display screen, you can view the characteristics of the selected subscriber).
- provides access to the MMCs linked to the MMC displayed (e.g., by clicking on the **[>>]** button in the display subscribers by slot screen, you can open the MMCs *Multi-user definition*, *Home automation functions on analogue set*, etc.).

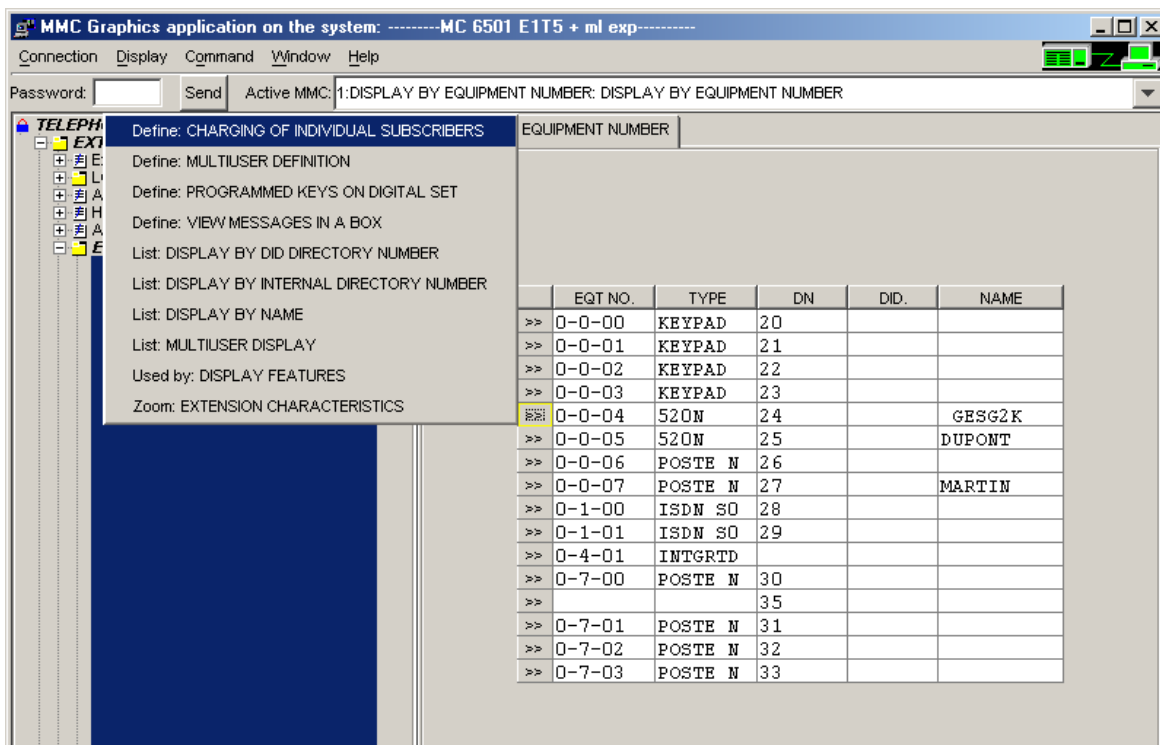


Figure 17.4 EXAMPLE OF ZOOM

15.8.2 Confirmation

The **[Select]** button, at the bottom of MMC windows, confirms entries and sends device commands.

WARNING: *Data entry and the transmission of commands to the device are confirmed field by field. The user is authorised to quit a field only when the field contains a valid value, accepted by the device.*

15.8.3 Closing a current MMC

To close a current MMC, you must display the window of the MMC concerned then click **[Close]** at the bottom of the MMC or select **Close** in the **Command** menu.

15.8.4 Scroll commands

When the contents of a menu are too large to be displayed in the window, scroll bars are available.

15.8.4.1 Error dialogs

An error message appears when a parameter is invalid.

The **[Back]** button is used to quit the message without correcting the field.

The **[Cancel]** button is used to return to the previous value. The **[Correct]** button is used to open an MMC associated with the current error and to delete the error diagnostic:

- either by consulting the MMC contents and correcting the entry,
- or by modifying an MMC parameter to delete the error.

15.8.4.2 The zoom command

The **Zoom** command is used to:

- displays the various values of a field (e.g. by clicking on the **[>>]** button associated with the "Subscriber number" field, you can view the list of subscribers)
- create a new value in a field (e.g., by clicking on the **[>>]** button associated with the "Company selection" field, then selecting the **Create** menu, you can display the create a company MMC).

The Zoom command is accessible:

- via the **[>>]** button displayed to the right of the line
- via the pop-up menu, accessed by clicking the appropriate line with the right mouse button

After carrying out a zoom, you close the window and return to the previous screen by clicking **[Close]** at the bottom of the MMC or by selecting the **Close** option in the **Command** menu.

15.9 PRINTING

- Select **Print** in the **Command** menu.
- If necessary, enter the number of copies to be printed in the **Number of copies** field.
- Click on **[OK]** to confirm.

15.10 CONNECTION/DISCONNECTION

When the MMC graphics is started, the application is connected to the device.

When required, the operator can disconnect then reconnect the device without exiting the application.

15.10.1 Disconnecting MMC Graphics from the device

- Select **Disconnect** in the **Connection** menu.
- Confirm the disconnection by clicking **[OK]** in the window which opens.

15.10.2 Connecting MMC Graphics to the device

- Select **Connect** in the **Connection** menu.

15.11 CHANGING THE USER PROFILE

The menus available in the MMC Graphics application depend on the password entered when logging on.

You can connect the MMC graphics to the device with the rights of another user without quitting the application.

- Select **Connection** \ **Identification**, enter the password then click **[OK]**.
- Enter the password in the **Password** field in the tool bar then click **[Send]**.

Note: *If an incorrect password is entered when the application is run, you can use the **Identification** command to change the password.*

15.12 EXAMPLE OF USING MMC GRAPHICS

This example describes the use of F0/F1/F2 MMC Graphics to select a trunk group, and the use of the **Zoom** function to display the routes associated with the selected trunk group.

- Select one of the following methods:
 - Select **Management** \ **MMC Graphics...**
 - Click the icon 
- Open the tree structure **Telephony Management** \ **External trunk data** \ **Trunk group management** \ **Trunk characteristics**.
- Select the trunk group name from the proposed combo box (**FXLS1** in our example).

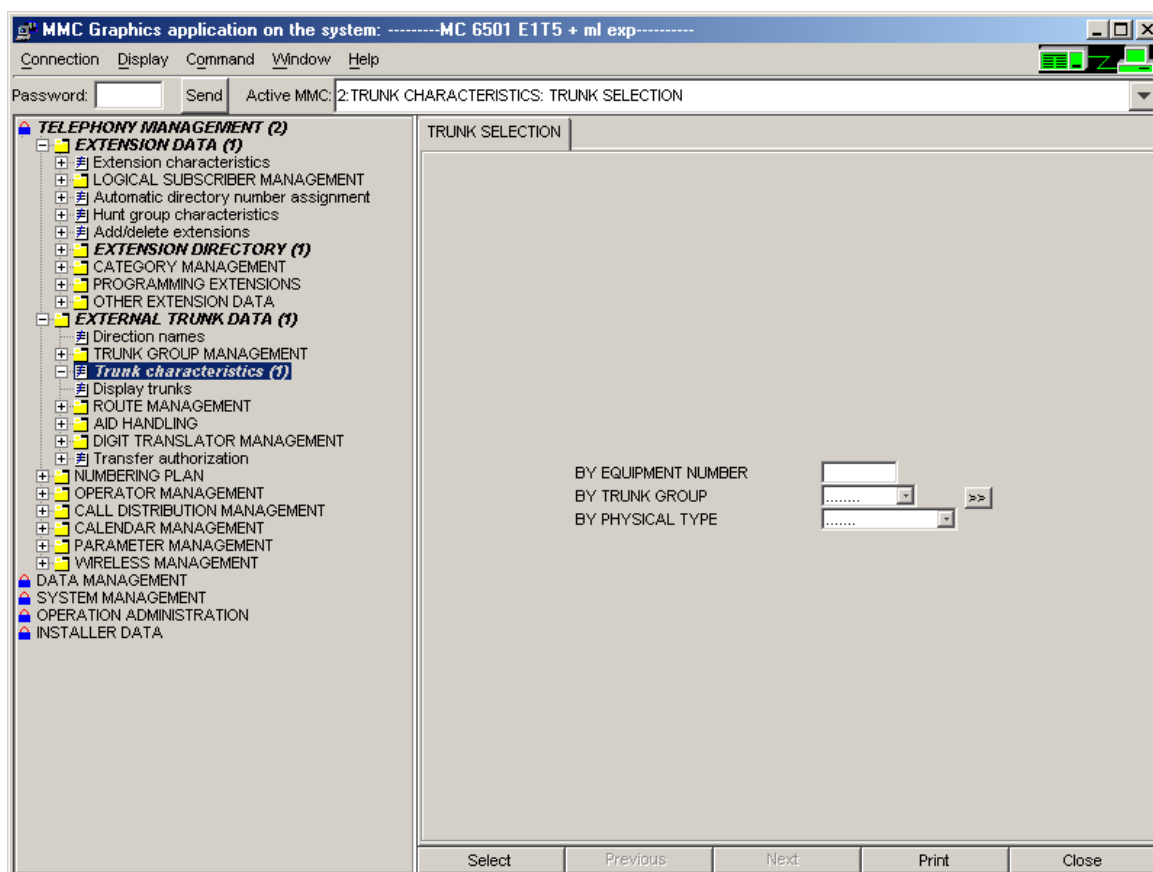


Figure 17.5 SELECTING A TRUNK GROUP

- Click the [>>] button then select the **Zoom** menu: the list of routes associated with the trunk group appears.

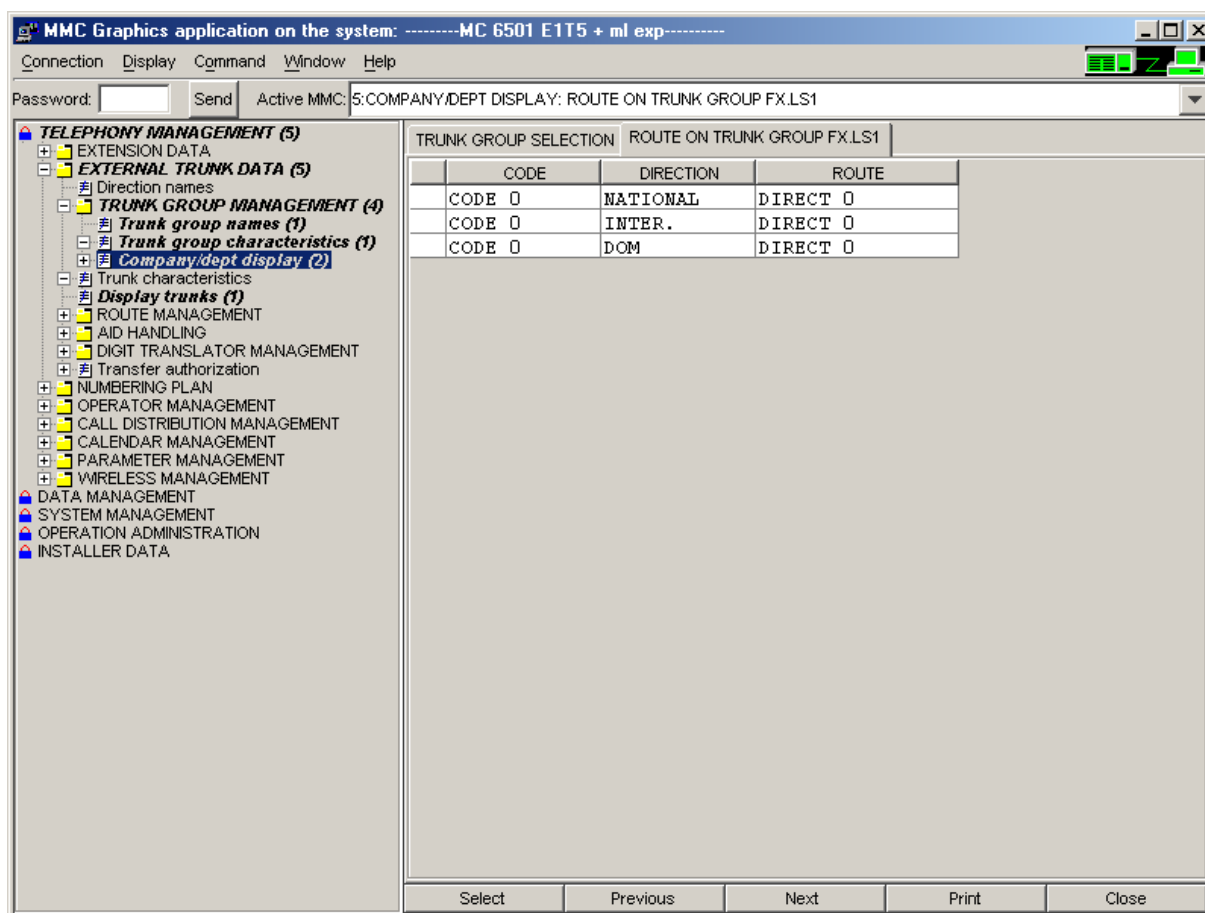


Figure 17.6 DISPLAYING THE ROUTES ASSOCIATED WITH A TRUNK GROUP

16 BACKING UP AND RESTORING M7425 EXPRESS DATA

16.1 PRESENTATION OF THE M7425 EXPRESS BACKUP AND RESTORE FUNCTIONS

All databases used by the various applications that make up M7425 Express and the software releases can be backed up and/or restored in a single operation.

Backup and restore operations are recorded in the operation log.

By default the data is backed up in a directory configured in the server configuration application (see section "Configuring the database").

In the directory where the backup is stored, each of the backed up files is preceded by the name given to the backup. A summary file (.CGW) which describes the content of the M7425 Express backup is created and stored in the same directory during the backup. This file must be selected to carry out a restore operation.

In the event of failure during a restore operation (including system crash) the entire operation will be cancelled. The preceding situation is then re-established at the next start-up.

WARNING: *Before activating data backup or restore, you must close all M7425 Express applications. However, the communication modules and ticket collection tasks remain active during the backup operation in a reduced operating mode that avoids accessing the database.*

16.2 BACKING UP M7425 EXPRESS DATA

16.2.1 IMMEDIATE DATA BACKUP

- Right-click the  icon which appears in the task bar then select **Database backup**.
- Check one of the following two options:
 - **Backup by files copy**: the M7425 Express database is copied without being compressed.
 - **Backup with database compression**: the M7425 Express database is compressed before being copied.
- By default the name **Backup of (current date) at (time)** is given to the file(s) backed up. This can be modified by clicking on the **Backup name** field.
- Enter the storage directory of the backup in the **Path** field or click the  button.
- Click **[Backup]** to start the database backup.
- Click **[OK]** to acknowledge the message which appears.
- A message appears when the backup is complete. Click **[OK]** to close the window, then click **[Exit]** in the backup window.

16.2.2 Backing up data via programmed actions

In the M7425 Express main window, select **Configuration** \ **programmed actions**, then, in the window which opens, **Programmed actions** \ **New backup**.

The name of the programmed action is allocated by the device. It gives the date and time of the request.

- Indicate when the action is to be executed by clicking **Immediate**, **Deferred** or **Periodic**.
- For a periodic action select the frequency from the drop-down list: Weekly, Daily or more frequently.
- For a periodic or deferred action, fill in the **Start date** field.

Click the  icon then select the date using the calendar displayed.

The arrows in the calendar title zone can be used to display a different month from the current one.

To select a date, double-click the desired date or click **[Today]**.

The time is entered directly via the keyboard in the **Time** field.

- The default name of the backup file is M7425 Express. This backup will overwrite the previous one. To change the name of the backup file, enter another name in the **Backup name** field.
- Click **[OK]** to confirm the programming.

16.3 RESTORING M7425 EXPRESS DATA

16.3.1 IMMEDIATE DATA RESTORE

WARNING: *The restore procedure will overwrite the existing databases. You are advised to back up the existing databases before restoring.*

- Right-click the  icon which appears in the task bar then select **Database restore**.
- Click **[OK]** in the window which opens to confirm your restore request.
- Click **[OK]** to acknowledge the warning message that appears.
- Select the directory containing the file to be restored: this is the .CGW summary file created during database backup.
- Click the file to be restored then click **[Restore]**.
- When the restore operation is complete, a message informs you that the operation is over. Click **OK** to close the window.

Note: *It is advisable to run a directory audit after the restore operation.*

16.3.2 Restoring data via programmed actions

In the M7425 Express main window, select **Configuration** \ **programmed actions**, then **Programmed actions** \ **New restore**.

The name of the programmed action is allocated by the device. It gives the date and time of the request.

- Only immediate mode is available for restoring M7425 Express data.
- Select the backup file to be restored by clicking its name.
- Click **[OK]** to confirm the programming.

17 THE INTRANET DIRECTORY

17.1 OVERVIEW OF THE INTRANET DIRECTORY

The function in the M7425 Express for viewing the directory via the Intranet is used to display and search for internal and external directory records from a browser that supports HTML 3.2. The search relates to the internal and external records of a domain of M7425 Express.

The directory records are exported to the Intranet directory using the **"Intranet directory export"** function. This function is described in the section "Exporting directory records".

The function in the M7425 Express for viewing the directory via the Intranet can be accessed by all users who have a workstation equipped with an Internet browser. Confidential and unlisted subscribers can be filtered when the records are exported; in this case their directory record cannot be viewed.

The application offers a search based on criteria entered in a browser. The results of the search are displayed in a list of records, the details of a directory record can be obtained by selecting a subscriber from the list. The complete directory record is then presented on the browser screen.

A software key code is required to view the Intranet directory (see section "Entering the Intranet directory software key code").

Accessing the Intranet applications

You can connect to the Intranet directory:

- by entering the IP address or name of M7425 Express in the *Address* field in the browser, for example HTTP: //name of M7425 Express/AnnWeb

WARNING: *"AnnWeb" must be entered respecting upper and lower case!*

- in the M7425 Express startup window, by selecting **Directory** \ Intranet directory...

The startup page of the application for viewing the Intranet directory opens.

17.2 VIEWING THE INTRANET DIRECTORY

To view a subscriber record via the Intranet directory, proceed as follows:

- 1 Enter the search criteria then run the search (see section "Searching for one or more directory records").
- 2 View the result of the search (see section "Displaying the search results").
- 3 View the details of the directory record (see section "Viewing the details of a directory record").

17.2.1 Searching one or more directory records

17.2.1.1 Description of the search window

The search criteria are based on the first 7 fields exported.

To move the cursor from one field to another, use the **<TAB>**key.

17.2.1.2 Entering the search criteria

You must enter at least 1 search criterion.

When a help list is associated with a field (e.g.: Company), the operator can select a value from the help list by clicking on the arrow.

The character % can be used to replace any other character.

For example, entering SMITH% will extract the following records: SMITH Ltd., SMITH & Co., SMITH & son.

Note: *The % character cannot be used alone. You have to enter at least one other character as a search criterion.*

Entering >% will display all records.

17.2.1.3 Deleting search criteria

The **[Delete all the criteria]** button is used to empty all the fields. You can then enter new search criteria.

17.2.1.4 Running the search

The **[Run the search]** button is used to run the search according to the search criteria entered.

Displaying the search results

The directory records which meet the search criteria are displayed in pages of 10 records.

The following operations are available in the results window:

- Enter other search criteria.

To return to the screen for entering search criteria, click [Back to search screen](#).

- View the details of a directory record.

To view the details of a directory record, click the record required (see section "Viewing the details of a directory record").

Note: *Only the tags used in the exported directory records are presented in the search result display window (and not the labels).*

17.2.2 Viewing the details of a directory record

You can view the directory record information in the window which opens.

The fields displayed above the list show the subscriber's extension number and fax

number (if applicable). You can call directly by clicking the  icon (on condition that the TAPI Open Suite component is installed and that the telephone set is configured correctly).

Note: *Only the labels used in the exported directory records are presented in the directory record detail window (and not the tags).*

Click [Back to found persons list](#) to display the search results window again and view another record.

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